

Cover and style information

The first page: which garment, which version, who to call.

Field	Value
Brand	
Style name	
Style number	
Season	
Category	
Fit	
Size range	
Main fabric	
Colourways	
Sample size	
Version	1.0
Date of this version	
Status	
Prepared by	
Factory contact	
Notes	

How to use this template

- One sheet per section, in the order a factory reads them. Fill the cover first, then the flats, then everything the flats refer to.
- Measurements are taken laid flat unless a row says otherwise. Every point of measure gets a tolerance; a measurement without one cannot be refused.
- Colours by textile reference (Pantone TCX or a lab dip), never by name alone. Fabric by composition and weight in g/m².
- Never overwrite a version the factory has sampled from: raise the version number and log the change.

Flat sketches

Front and back as proportional line art, every seam, closure, pocket and topstitch drawn. Number the details and describe each number below.

Front view

Place the flat sketch here

Back view

Place the flat sketch here

Callout	Detail
1	
2	
3	
4	
5	
6	
7	
8	

Bill of materials

Every component the garment contains, one row each, with the reference the supplier uses and the quantity one garment consumes. The factory costs and orders from this sheet.

No.	Component	Placement	Description	Composition	Weight / size	Supplier	Reference	Colour	Qty per garment	Unit	Comment
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											

Measurements, cm

All points measured laid flat on a smooth surface, garment buttoned, unless the row says otherwise. Base size M is highlighted; the other sizes follow the grade step. Tolerances are what a finished piece may be off by, each way.

Code	Point of measure	How to measure	Tolerance +/- (cm)	XS (cm)	S (cm)	M (cm)	L (cm)	XL (cm)	Grade step (cm)
A	Chest / bust width	2.5 cm below the armhole, edge to edge							
B	Waist width	At the narrowest point, or at a stated distance from HPS							
C	Hem width	At the hem edge, edge to edge							
D	Body length, CB	Centre back neck to hem							
E	Body length, HPS	High point of shoulder to hem							
F	Shoulder width	Seam to seam, across the back							
G	Across back	10 cm below CB neck, armhole to armhole							
H	Sleeve length	Shoulder seam to cuff edge							
I	Armhole	Straight or curved: say which							
J	Sleeve width	2.5 cm below the underarm							
K	Cuff / sleeve opening	Edge to edge, laid flat							
L	Neck width	Seam to seam, inside							
M	Front neck drop	HPS to centre front neck seam							
N	Waistband height	Bottoms: seam to finished edge							
O	Waist, relaxed	Bottoms: top edge, edge to edge							
P	Hip	Bottoms: at a stated distance below the waistband							
Q	Front rise	Crotch seam to top of waistband, front							
R	Back rise	Crotch seam to top of waistband, back							
S	Inseam	Crotch seam to hem, along the inside leg							
T	Thigh	2.5 cm below the crotch, edge to edge							
U	Knee	At a stated distance below the crotch							
V	Leg opening	At the hem edge, edge to edge							

Measurements, inches

The same points in inches, rounded to the nearest 1/8 inch (tolerances to 1/16). Keep ONE unit on the version you send: a factory that receives both measures against the wrong one.

Code	Point of measure	How to measure	Tolerance +/- (in)	XS (in)	S (in)	M (in)	L (in)	XL (in)	Grade step (in)
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O	Waist, relaxed	Bottoms: top edge, edge to edge							
P	Hip	Bottoms: at a stated distance below the waistband							
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R	Back rise	Crotch seam to top of waistband, back							
S	Inseam	Crotch seam to hem, along the inside leg							
T	Thigh	2.5 cm below the crotch, edge to edge							
U	Knee	At a stated distance below the crotch							
V	Leg opening	At the hem edge, edge to edge							

Construction and stitch types

How the garment is put together, operation by operation: the seam, the stitch, the density, the allowance, the thread. Seam classes follow ISO 4916; stitch numbers follow ISO 4915 and ASTM D6193 (301 lockstitch, 304 zigzag, 401 chainstitch, 504 three-thread overlock, 516 five-thread safety stitch, 602 coverstitch).

No.	Area	Operation	Seam type (ISO 4916)	Stitch type (ISO 4915 / ASTM D6193)	Stitches per cm (SPI)	Seam allowance	Thread	Comment
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

Colourways

One column per colourway, one row per coloured component. A textile colour reference for every cell, and a note where a colourway changes a material.

Component	BOM no.	CW1	CW2	CW3	Comment
Shell fabric					
Contrast fabric					
Lining					
Sewing thread					
Topstitch thread					
Buttons					
Zip					
Main label					
Care label					
Hangtag					

Labels and trims

Each label at its size with its position measured from a seam or an edge, the care content, and how it is attached.

Item	Type	Placement (measured from a fixed point)	Size	Content / artwork	Attachment	Reference	Comment
Main label							
Size label							
Care and composition							
Origin label							
Hangtag							
Logo print or embroidery							

Packaging

How the finished garment is folded, bagged and boxed, and what the carton says. Without this page the goods arrive however was cheapest.

Item	Specification	Comment
Fold		
Hanger		
Polybag		
Bag sticker		
Carton		
Carton marks		
Size assortment		

Revision log

Every change after the first issue, with its date and who approved it. The version number on the cover must match the last row here.

Version	Date	By	Sheet changed	What changed	Approved by
1.0			All	First issue	