



Special Request Form

This form was designed to make it easy for you to tell us about your order. Simply fill out the information that applies to you, and then slip it into the red bag with your next order. We'll take it from there.

Remember, it's not necessary to include this form with your order. It's just here if you'd like to use it.

Customer Information

NAME _____

PHONE NUMBER _____

EMAIL ADDRESS _____

Stains & Problem Areas

Which item has a stain? _____ Where is the stain? _____

What is it? (Grease, lipstick, etc) _____

Have you tried to remove the stain yourself? If so, what did you try? _____

Special Care Needs

Which item needs special attention? _____

What's the issue? (Missing buttons, etc) _____

Finish Preferences

You only need to let us know if you're changing your preferences. Otherwise, we'll continue to deliver your items in keeping with current preferences.

I prefer my shirts: On hangers Boxed I prefer my pants with: Creases No Creases

Any other special finish instructions? _____

Shoe Shine/Repair

Shine Repair

Tell us a little about what your shoes need. _____

Alteration Instructions

Which item needs alterations? _____

Hem Repair Hem to length Desired inside seam in inches: _____ With cuffs? Y N

Zipper repair Zipper Replace

Any other special instructions? _____