

# ALLOCATION GUIDELINES

Like us, you will want your employees to arrive for work in a clean, presentable uniform every day. With this in mind, you should ensure each employee is provided with an appropriate number of garments to ensure they can wash and dry their uniforms regularly. The correct allocation will vary depending on the style being worn, so please see the information below for guidance.

TOTAL WORKING DAYS = 233 (EXAMPLE UK)

- 365 days per year
- 20 days holiday
- 8 days bank holiday
- 104 weekend days

	JACKETS, WAISTCOATS, & COATS	TROUSERS, SKIRTS & DRESSES	KNITWEAR & FLEECES	POLOS, SHIRTS & BLOUSES
FULL TIME	2	3	3	5
PART TIME	2	2	2	3

The same garments should not be worn on consecutive days.

# AFTERCARE GUIDELINES

Below is an approximate guide for the number of washes / dry cleans your garments require per year.

- 2 JACKETS

maximum 10 washes / 10 dry cleans
- 2 WAISTCOATS

maximum 10 washes / 10 dry cleans
- Please note our Tweed Jackets and Waistcoats are dry clean only.
- 3 TROUSERS

maximum 20 washes
- 3 SKIRTS

maximum 20 washes
- 3 DRESSES

maximum 20 washes
- 3 KNITWEAR & FLEECES

maximum 20 washes
- 5 POLOS


maximum 45 washes
- 5 SHIRTS & BLOUSES

maximum 45 washes


## If you look after your clothes, they'll look after you.

We pride ourselves on using only the best fabrics for our corporate clothing, with all garments being built to perform at the highest level, week in, week out.


Below are some of the things we suggest you do to take care of your clothes and help maximise garment performance - ensuring you look great, every wear.




Always follow instructions on garment label




Cool/Wool Cycle wash as indicated




Wash Separately




Wash with similar colours




Reshape garments naturally




Cool Iron over damp cloth



Do NOT tumble dry



Garments can be dry cleaned



Alternate garments

