

BAND SHOPPE®

FIRST PLACE STARTS HERE

UNIFORM BUYER'S GUIDE



ENGINEERED TO PERFORM.

Inside our marching jackets you'll find the perfect blend of form and function using superior materials such as Milliken Polyester with VISA System 3, YKK® Zippers, Rivet-backed Buttons and Isacord Embroidery Thread.



Adjustable Sleeves
(Optional)



Color Match Plastic
YKK® Zipper



Bound Collar



Bound
Zipper Edges



Bound Interior

WHY CHOOSE BAND SHOPPE?

Providing the best possible products at the right price, while striving to offer outstanding customer service has always been Band Shoppe's **priority #1**. We are a family owned company that has been in business since 1970. We proudly feature uniforms and flags handmade in our facilities located in Southern Indiana. Our company employs over 85 Midwest area workers and we're growing! This year Band Shoppe expanded manufacturing capabilities to a 47,000 square foot facility. This space will allow us to continue to increase productivity and offer better service while utilizing the latest in design, cutting and sewing equipment.

The benefits of Band Shoppe include:

- Our custom uniforms and flags are always hand-made right here in Southern Indiana using a cell-manufacturing system that utilizes working teams paid a fair hourly-wage, focusing on garment quality rather than the number of pieces produced.
- All Insignia Marching Uniforms, Trousers, and Bibbers carry a limited lifetime warranty to be free from manufacturing defects.
- Our customer service is second to none! Our sales representatives never work on commission and won't up-sell customers during calls. And should something go wrong, our customer care department is here to help make it right.



Friendly & Knowledgeable
Sales Staff



Up-to-date Gerber®
cutting technology



In-house digitizing &
Embroidery



Handcrafted
in the USA

WELCOME TO BAND SHOPPE

We would like to take you on a step-by-step guided tour of the processes involved in ordering uniforms and address some of the more commonly asked questions. As you read through this information and other questions come to mind, make note of them in the question and answer section on page 4 in this booklet. Then call your sales representative who will be glad to answer all of your questions. We're as close as your nearest telephone.

TELL ME WHY BAND SHOPPE IS MY BEST CHOICE FOR QUALITY MADE UNIFORMS.

Selecting the right company to make your uniforms is just as important as selecting the right uniform. You need a company that has been in business for years and has established a reputation for quality workmanship. Band Shoppe is a family owned company that has been in business since 1970. We have a full time staff of trained, professional sales people available to answer your questions at your convenience. Our company utilizes the latest in design, cutting and sewing equipment along with years of experience. But most importantly, we are a company that is friendly, easy to work with and one that you can put your trust in.

HOW DO I GET STARTED?

The first step is to select a uniform style or two that fits your needs. Look through our catalogue and start compiling ideas of what your perfect uniform should look like. If you are not completely happy with any one style, we can combine components to create your desired look or even custom design the perfect uniform you have envisioned. The next step is to call your friendly Band Shoppe sales representative to discuss your ideas. We will help you finalize your decisions, make suggestions and offer alternatives if needed. We will then put together a quote package for you including color illustrations, fabric swatches and prices.

HOW DO I KNOW WHICH UNIFORM STYLE IS BEST FOR MY BAND?

Many factors play a part in choosing the proper uniform style. Most important is the image you want to present. Other factors include the types of performances you participate in, the number of band members you have, your budget and even the climate in which you perform. Consider all of these factors in making your selections. We will be glad to make suggestions or assist you in any way. Just give us a call toll-free at 1.800.457.3501.

WHAT FABRIC WILL MY UNIFORMS BE MADE OF?

You have a choice in fabrics, the one you choose will depend on a number of factors. The three most commonly used fabrics are 100% Milliken® Polyester with VISA System 3™, Dac-Wool and 100% Wool.

100% MILLIKEN® POLYESTER WITH VISA SYSTEM 3™

Band Shoppe proudly continues to offer VISA System 3™, a technology by Milliken, on all 100% polyester band uniform fabrics. This engineered technology was created with the wearer in mind and is applied to all colors of Milliken's 11.5 oz, 100% polyester.

VISA SYSTEM 3 IS SUPERIOR MARCHING BAND FABRIC

The benefits of VISA System 3™ include:

- Wicks moisture & perspiration away from the body, bringing it to the surface for quick evaporation allowing the wearer to stay cool & comfortable
- Superb color retention, colors to stay bright & consistent wash after wash*
- Releases most stubborn, oily stains easily without pretreatment & odors wash right out
- Milliken's dye lot reliability ensures your colors will match year after year
- Dries quickly when hung up after washing or wearing
- Built-in superior wrinkle resistance

*Always follow garment care label instructions. VISA System 3 is trademark of Milliken & Co



STAIN
RELEASE



SOFT
HAND



MOISTURE
WICKING

55% Dacron Polyester - 45% Worsted Wool Dac-Wool #7744 14 - 14.5 oz

This is a heavyweight fabric that is very durable and also treated with Scotch Guard to repel stains. This fabric is a semi-breathable, natural blend for added comfort, yet slightly heavier to extend the life of your uniforms. Dry clean only.

100% Worsted Wool 15.5 - 16 oz

This is considered the top of the line fabric for uniforms and trousers. While it is a little more expensive than the polyesters, it is 100% wool and combines the maximum breathability with the heaviest weight to give you extended durability along with the comfort of a natural fiber. Dry clean only.

**As you can see, each fabric has an advantage.
Unsure which is best for you? We'll be glad to assist.**

HOW MANY EXTRA UNIFORMS SHOULD I BUY?

We recommend you order for each band member plus an additional 10% to 20% as extra uniforms. This will easily allow you to fit each member as you reassign uniforms from year to year. If you anticipate an increase in the number of band members over the next few years, you might want to increase the number of extras. Order for the anticipated growth plus the 10% to 20% stock sizes. This will save you time and money in the future.

IF I DON'T ORDER ENOUGH EXTRA UNIFORMS CAN I ORDER FILL-IN UNIFORMS LATER?

Yes. If you order your uniforms from Band Shoppe we can always make additional uniforms in any quantity you need. We still recommend that you try to order additional uniforms with your initial order so you have uniforms readily available for additional students (members). Fill in orders are subject to the full manufacturing schedule. Please order as soon as possible so if a situation arises that requires additional uniforms or a size you had not planned for, no one is left without a uniform when marching season arrives.

WHAT SIZES SHOULD I ORDER?

The only accurate way to order sizes is to send your band members' measurements. Your sales representative will analyze your measurements to fit each student into the correct stock pattern size. Once the current band members are sized, then we can manufacture your extra uniforms to fill in any gaps you may have. It is a good idea to make sure you have at least a few uniforms that fall on both the extreme small and extreme large side.

CAN I SEE A SAMPLE OF MY UNIFORM?

We have samples of all our uniforms and accessories available for your inspection. All attempts are made to send you the size and colors requested, but when alternatives must be sent, fabric swatches will be included. After the order is finalized and before the full order goes into production, an exact sample of your uniform will be made and sent to you for your approval. At this point changes in styling or sizes can still be made. Call your sales representative to request samples.

HOW LONG WILL IT TAKE FOR ME TO RECEIVE MY UNIFORMS?

These are the steps we follow in processing uniform orders:

ILLUSTRATIONS AND QUOTES

You should receive your quote package in approximately one week and you can be on your way to making a decision on a design. You can make any necessary revisions to your design by contacting your sales representative. Please allow the same one week delivery period for any new or revised sketches you request.

PLACING YOUR ORDER

Once you have decided on a style and the quantity to order, you should be ready to place the order. To process your order we need to receive your payment or purchase order, all your measurements, a copy of the uniform illustration you selected with your signature of approval and the fabric approval with your signature. Once we have received all this information, your uniform order will begin.

Uniform sample

In two or three weeks you will receive a sample of your exact uniform along with a complete roster and another approval form. If you approve the sample, you will need to return the uniform to us with the signed approval form. To hold the original estimated ship date, we need to receive the sample and approval back within a week. At this point, if you decide to make changes in the styling of the uniform and need to see another sample, the uniform sample process will start over. Production of your uniforms will be delayed until the new sample is approved and returned.

Delivery

Production will resume when the sample and signed approval are received. The manufacturing schedule will vary depending on the time of year you order. Your sales representative will tell you the production time when you place your order. Uniform production time usually ranges between 8 and 14 weeks.

WHAT IS THE BEST TIME OF YEAR TO ORDER?

We want everyone to have new uniforms in time for their first performance so you need to plan early. The best time to start your uniform inquiry is as soon as your marching season ends. This will give you plenty of time to plan and be sure you are completely happy with all your decisions. To receive your uniforms by fall, it is best to have your order placed before the end of March.

WHAT ARE OUR PAYMENT TERMS?

Before production begins on your new uniform, we will need to receive payment by one of the following methods:

1. School checks, booster checks, cashier's checks, certified checks and money orders are accepted.
2. An order can be placed by mailing or faxing us a copy of your school or school district purchase order. To expedite your order, make sure the following information is supplied:
 - Official school or school district purchase order (not a requisition) with the principal's or superintendent's signature
 - Total dollar amount including shipping and handling
 - Billing and shipping address and phone numbers
 - Valid purchase order number
 - Terms are Net 30 Days
3. We also accept all major credit cards — Visa, MasterCard, Discover and American Express. The cardholder must provide name, billing address, telephone number, card account number and expiration date. The cardholder's signature must be provided for any dollar amount over \$1500.

We hope we've answered most of your questions and that you're more comfortable entering into the process of purchasing uniforms. The following pages will aid you further in ordering and sizing. There is a checklist to help you organize your information into a simple to follow format so you are sure you do not leave out any important information. There are several pages to assist you in measuring. Remember that we are never more than a phone call away and we are always ready to assist you in any way possible. We are glad to have you as a customer and we will work hard to prove it.

QUESTIONS AND ANSWERS

Question _____

Answer _____

Question _____

Answer _____

Question _____

Answer _____

NOTES

Sales Representative _____

CHECKLIST

QUOTE PROCESS

- Received quote packet.
- Decided on one design, finalizing all the styling details and quantity.

ORDER PROCESS

- Mailed a check for the full purchase amount.
- Sent by fax or mail all the needed measurements. Make sure you have the same number of measurements as uniforms ordered.
- Signed and returned by fax or mail a copy of the approved illustration with any changes documented on the illustration.
- Signed and returned by fax or mail a copy of the fabric approval form.

SAMPLE PROCESS

- Samples are sent after all the steps have been completed in the "order process" section of the checklist.
- Returned all the sample pieces within one week of receiving them in order to insure the uniforms stay on the manufacturing forecast date already given.
- Signed and returned the sample approval form with any changes documented.

RELAX

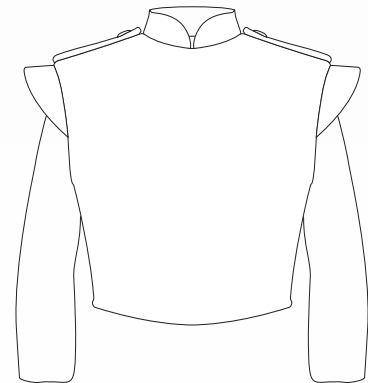
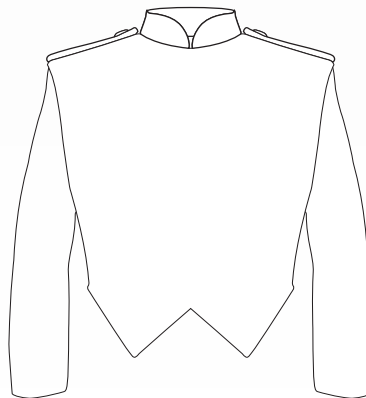
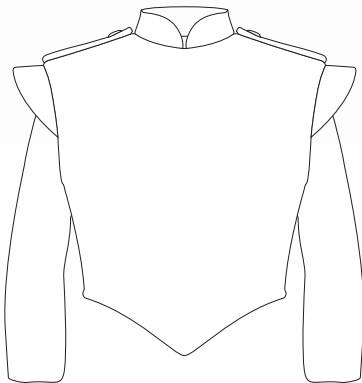
Your work is complete. Now all you have to do is wait for your uniforms to arrive. The components will ship as they are completed. The accessories usually arrive first, the headwear next and the uniforms last. Enjoy them for many years.

FOR FUTURE REFERENCE

Date Ordered

Invoice Number.....

DESIGN YOUR OWN CUSTOM UNIFORMS



OPTIONS//STYLES.

STYLING AN INSIGNIA

Customize the look and feel of any band uniform by adding trims, wings, canopies and cuff designs.



Plain Canopy, Epaulets and Collar

Plain Sleeve



Flat Braid set on edge of Canopy, Trefoils on Epaulets and Collar

Pointed Cuff with Trefoil and Flat Braid



Flat Braid set in on Canopy, Flat Braid on Epaulets and Collar

Pointed Stripe with Trefoil and Trim



Soutache on Canopy, Epaulets and Collar

Squared Cuff with Trim



Double Trim on Canopy, Epaulets and Collar

Squared Cuff with Stripe and Trim



Striper Trim on Canopy, Epaulets and Collar

Squared Cuff with Stripe and Striper Trim



Plain Wing, Epaulets and Collar

Plain Sleeve



Soutache Trim on Wing, Epaulets and Collar

Pointed Cuff with Trim



Double Trim on Wing, Epaulets and Collar

Pointed Cuff with Trim and Stripe



Striper Trim on Wing, Epaulets and Collar

Stripe with Trim



Flat Braid set on edge of Wing, Trefoils on Epaulets and Collar

Straight Stripe with Trefoil

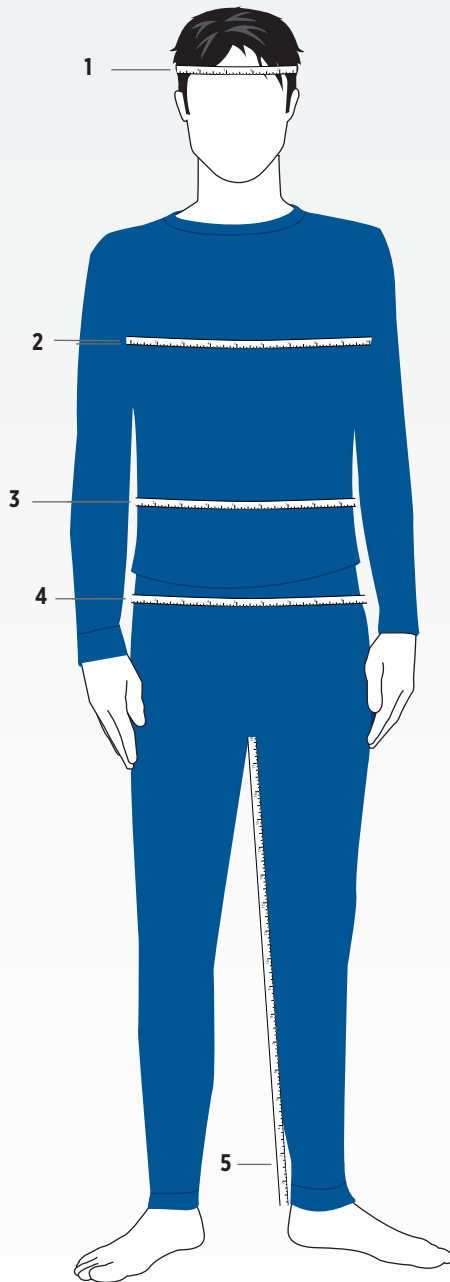


Flat Braid set in on Wing, Flat Braid on Epaulets and Collar

Squared Cuff with Trim and Flat Braid

MEASURING GUIDELINES

MEASURING MADE EASY WITH BANDSHOPPE'S MEASURING GUIDELINES



DOWNLOAD THE COMPLETE MEASURING GUIDE:
VISIT BANDSHOPPE.COM

1. HEAD

Measure around the head above the ears and eyebrow ridges.

2. CHEST

With arms relaxed at sides, measure around the fullest area of the chest keeping the tape parallel to the floor.

3. WAIST

Measure around the narrowest area of the natural waist (navel area).

4. HIPS

With heels together, measure around the fullest area of the hips.

5. INSEAM

Measure along the inside of the leg from the crotch to the bottom of the ankle (just below ankle bone).

6. GIRTH

Measure from the center of one shoulder through the crotch and up to the same shoulder.

7. BACK LENGTH

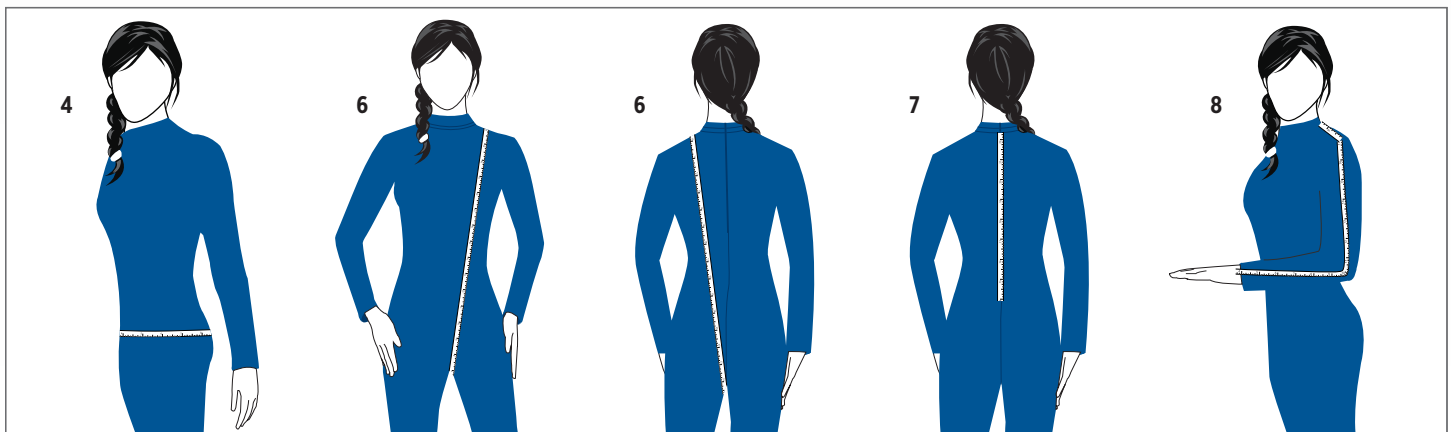
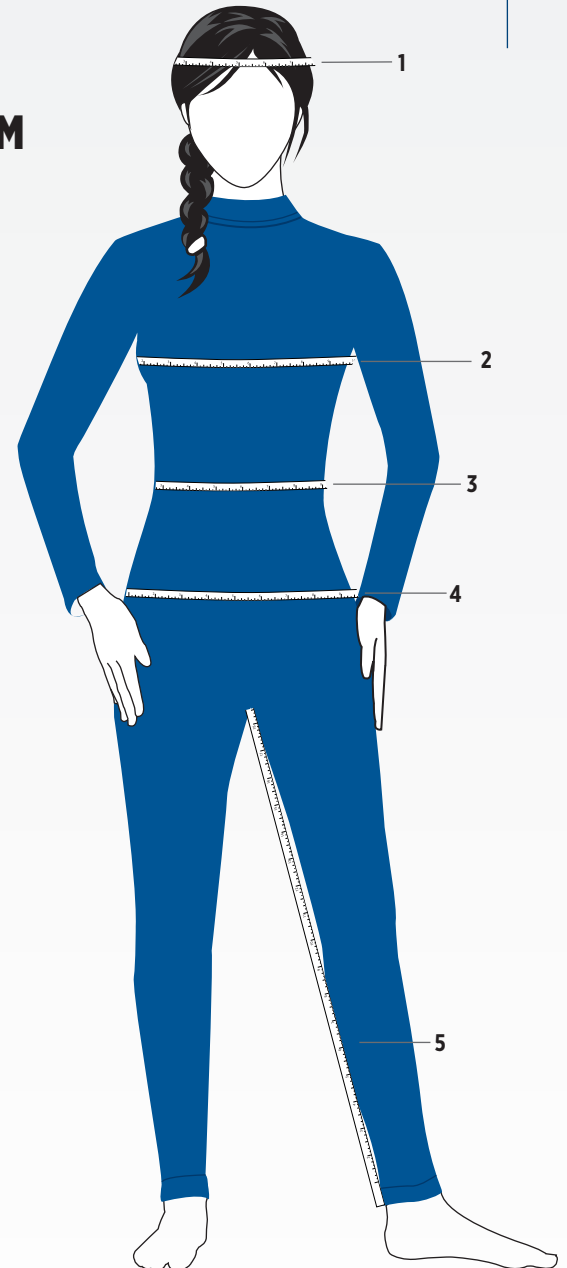
Measure from the base of the neck to the natural waistline.

8. ARM OUTSEAM

With arm bent at about 90°, measure from the center of the back of the neck, down the arm, around the elbow to the wrist bone.

QUESTIONS ABOUT MEASURING?

CALL BAND SHOPPE
1.800.457.3501



TOLL-FREE ORDERS

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International Phone

812. 963. 8890

Office Hours: Monday - Friday

8 a.m. to 5 p.m. (CST)

CUSTOMER CARE

1. 800. 457. 3501

International Phone

812. 963. 8890

E-mail

wecare@bandshoppe.com

FAX

1. 800. 874. 3635

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