

How To Take Measurements

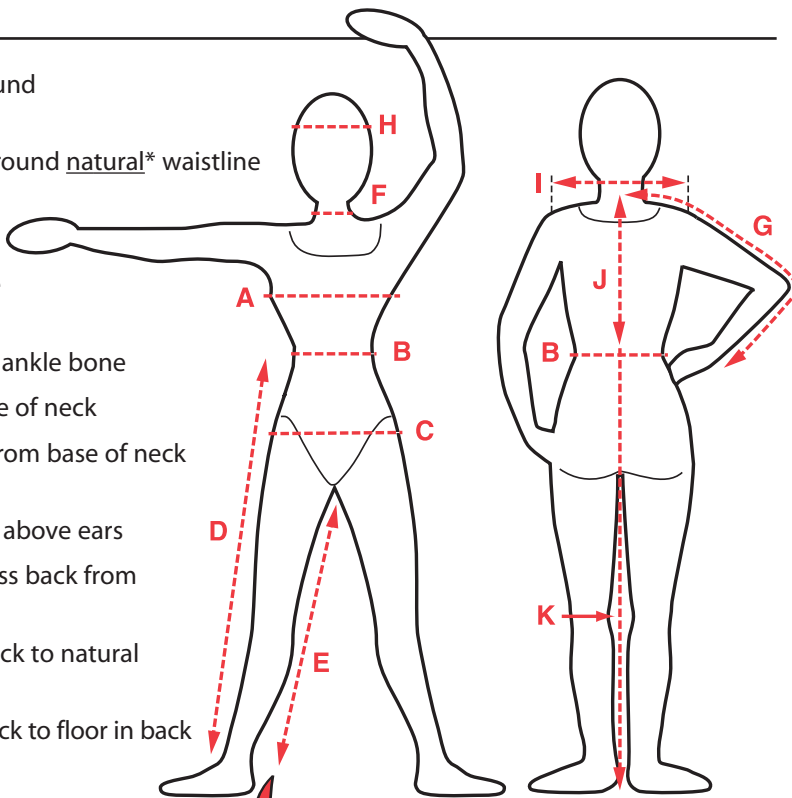
1. Whenever possible, have the same person measure all actors! Consistency is very important. Please have all measurements taken by a responsible adult. Do not let high school students measure themselves or each other. All costumes will be altered to the measurements that you provide. Any error in measurements will create an ill-fitting costume. If time allows, any additional alterations or costume replacements caused by inaccurate measurements will be performed but at additional costs.
2. Tie a ribbon around the actor's **natural** waistline. Many of the measurements begin or end at this point. The natural waistline is not necessarily where the actor wears his or her pants, but it is an important piece of information, especially when dealing with period costumes!
3. Refer to the chart below to help you understand the way we need measurements to be taken. **PLEASE CALL WITH ANY QUESTIONS!**
4. Look over and compare your measurement sheets when you have finished taking all measurements. (If an out seam for someone who is 5'4" is the same as an out seam measurement for someone who is 6'1", something is wrong!)
5. Fill out **all** the information. All measurements are important. The more information we have, the better your show will look! Please use black or blue pen. Red pen or pencil will not fax clearly.

PLEASE NOTE:

Costumes outlined in our plots are standard adult sizes. Extremely large or small sizes may not be available. Please notify us if this may be a problem.

- A CHEST/BUST** (M/F) — circumference taken around greatest fullness
- B WAIST** (M/F) — smallest circumference taken around natural* waistline
- C HIP** (F) — circumference taken around greatest fullness
- D OUTSEAM** (M/F) — taken from natural waistline to just below ankle bone
- E INSEAM** (M) — taken from crotch to just below ankle bone
- F NECK SIZE** (M/F) — neck size taken around base of neck
- G SLEEVE LENGTH** (M/F) — sleeve length taken from base of neck across shoulder to wrist around bent arm
- H HAT** (M/F) — circumference taken around head above ears
- I SHOULDER TO SHOULDER** (M/F) — taken across back from shoulder bone to shoulder bone
- J NAPE TO WAIST** (M/F) — taken from base of neck to natural waist in back
- K NAPE TO FLOOR** (M/F) — taken from base of neck to floor in back

*see number 2 above



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