



# the Sewing factory Ltd

## Policy for New Styles requiring a Pattern, Size Grading and Sample/s April 23

Dear Customer,

Our charges for the first development pattern will be charged at a rate of £18.00 / hour, which remains considerably cheaper than any other pattern maker.

It is not possible to give an accurate price for a pattern without a reasonable amount of information. Pattern prices vary depending on the complexity of the design. A Dress Leotard, or a Catsuit is going to cost far more than a Crop Top. We will do our best to estimate how long a "First Sample" pattern will take to make but that price would not be binding. The actual time taken would be the charge applied although we would further advise you of the cost if we discover it will take considerably longer than the estimate.

Once the first pattern is made we will move on to the making of the First Sample Garment for approval and the making (sewing) of this will be charged at 86p/Minute + Raw material & component costs. This will equate to something close to the approved garment price.

Any alterations to the sample will require alterations to the pattern and so will then again be charged at £18.00/hour with a minimum charge of £4.50 (15 minutes). Subsequent samples as a result of alterations will be charged at the "First Sample rate". (86p/Minute + Raw material & component costs)

Once the sample is approved for production grading can then take place. We had considered a price per size and piece, but to keep it simple grading will also be charged at £18.00/hour.

Requests for sample sets for sizing fit across ranges of sizes will also be charged at 86p/Minute + Raw material & component costs.

Requests for new styles will always be paired to the nearest matching style to keep the cost as low as possible and it may well be the grading table can be used. New styles with the same patterns but just having a new fabric will not incur any development or grading costs. Alterations to existing patterns will meet the same criteria as for "alterations to the sample" above.

We will submit to you the customer a "**Sample Approval Form**" and no production runs will take place until we receive the approval. The approval is binding for all work conducted at that stage so if you feel there is a mistake on our part, please bring it to our attention before signing.

Services for the Pattern making will incur VAT at the standard rate.

First Samples and Subsequent Samples in Childrens sizes will be charged with 0% VAT.

First Samples and Subsequent Samples in Adult sizes will be charged with 20% VAT.



# the Sewing factory Ltd

We respectfully suggest you put in your own measures to cover development costs when new style requests are requested from your customers; either by way of a charge scale for your customer or adjusting your price to take account of development costs incurred from us.

Warm regards

Wayne A Miller

Director

**Summary: -**

- a. **1<sup>st</sup> Design Pattern**                      **£18.00 / Hour + Vat**
- b. **Alterations to Patterns**                      **£18.00 / Hour + Vat (Min £4.50 +VAT)**
- c. **1<sup>st</sup> Sample for Approval**                      **£0.86 / Machining Minute + Raw Material & Component Costs \***
- d. **Further Samples or Sizing Samples charged as for c.**

**c. & d. Adult or Child VAT rate applied as per size required.**

This procedure can be amended from time to time.