

# LEATHER/SUEDE INCOMING ORDER FORM



Staple 2 dockets here

## DETAILS (Customer to complete)

Garment Type..... Customer Name ..... Age of Garment.....

Physical Address (not a PO Box):.....

## GARMENT CONDITION (Drycleaner to complete)

- Condition overall.....
- Details of Stains.....
- Fading present.....
- Damage present.....
- Button/Ornamentation.....
- Comments/Requests.....
- Reproofing required.....

## INFORMED CONSENT (Customer to read and sign)

In most cases leather and suede garments will alter in some way through a cleaning process. Leather and Suede garments are often not designed for solvent or water cleaning, but it may be necessary on occasion to keep them fresh and extend their life. We have the most advanced knowledge and technology to wet or dry clean your garment, however you must be clear about the following material before submitting your garment.

Leather skins may contain a natural weakness which is cosmetically masked during Tanning. Your garment may contain a **Tick Bite** or **Scar Tissue** camouflaged with filler.

Other weaknesses produced in tanning or manufacture might also be masked: Bellies (thin area of skin) may be used which contain **Wrinkles**; The original hide may have been spliced up to 7 times which can create **Weak Areas** or expose **Veins**; Some **Glues** used in seam areas may lack resistance to drycleaning solvent causing a **leaching** effect.

When a garment with poor bonding or filler is immersed in solvent during cleaning, it may soften and leave a **staining effect** or expose a weakness beneath, which cannot be anticipated prior to drycleaning.

Solvent-soluble pigments may lose colour during cleaning, causing variations. To minimise this we recommend cleaning all matching accessories together with the garment. We do provide the additional service of re-dressing (with an emulsifier) after cleaning (as near as possible to original colour).

**The Drycleaners do not accept responsibility for outcomes resulting from solvent incompatibility to: variation of colour, relaxation shrinkage (ie. over stretched tanning), button / ornamentation damage, manufacturing / tannery techniques and selection (detailed above in bold print), or from characteristics shown by general wear.**

These properties are rare and a recognised garment care label gives you reassurance from the manufacturer that the garment will clean safely. Many Indonesian made items, and high end garments have a higher risk of these factors occurring.

The Customer has been advised that some stains may not be safely removed from the fabric, and accepting the above conditions acknowledges this is a correct description of the items and their condition prior to processing.

## CORRESPONDANCE WITH CUSTOMER

- 1.....
- 2.....

.....  
Customer's Signature

Production Use Only	Inspector write name
<input checked="" type="checkbox"/> Prepayment taken by.....	<input checked="" type="checkbox"/> Glued by.....
<input checked="" type="checkbox"/> Photo taken by.....	<input checked="" type="checkbox"/> Emulsified by (only if nec).....
<input checked="" type="checkbox"/> Supervisor spoke to customer.....	<input checked="" type="checkbox"/> Soiling out noted by.....
<input checked="" type="checkbox"/> Reproof/Request completed by.....	<input checked="" type="checkbox"/> Filed by.....
Processes used...../...../...../...../.....	