

Heat Seal Bar Code Tagging Guidelines

Caution: Always place heat seals in an area that will not be visible while wearing the garment. Stay away from the edge of garments as much as possible.

Caution: Do not use heat seals on fragile and very thin material. The glue for the heat seal can migrate through the material leaving a mark on the visible side of the garment. If necessary, use a temporary heat seal pinned to the garment.

Caution: Never use the heat seal machine on velvet material (or other delicate raised pile materials). If a label is not feasible for tag placement, use a temporary heat seal pinned to the garment.

Note: Use edge of heat seal on delicate fabrics like silk or rayon to limit the amount of material placed in the heat seal machine.

Note: All references of “right” and “left” refer to the right or left side of the garment while wearing the garment.

Note: When placing heat seals on brand or care labels do not cover material content information, care instructions or brand name. Always place on back of label if possible.

Note: If you cannot find an acceptable location to place heat seal, use a temporary tag pinned to the garment.

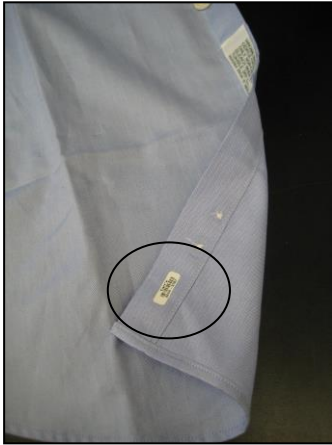
Pants/Shorts

- Inside waist on right side above right leg seam (or if no seam, where the seam would normally be).



Button Down Shirts/Blouses (laundry or dry clean)

- On the inside-bottom of the shirt tail on the button side



Blouses/Shirts – Non-button down

- With side seams (see pictures below)
 - On right side inside seam towards bottom of shirt
- Without side seams
 - On label in neck (see 'Sweaters' pictures for label placement)



1. Right side of shirt.



2. On inside seam.

Suit Jacket/Sports Jacket/Winter Jackets

- Inside of wallet pocket on inside of pocket, lining side, right side of jacket (see pictures)
 - Place the heat seal just below pocket opening
- If no right side wallet pocket, use left side wallet pocket
- If no wallet pockets at all, place on care or brand label in neck of jacket
- If neck label is not available, use label in side seam



Sweaters

- On label in neck
- If neck label is not available, use temporary heat seal tags

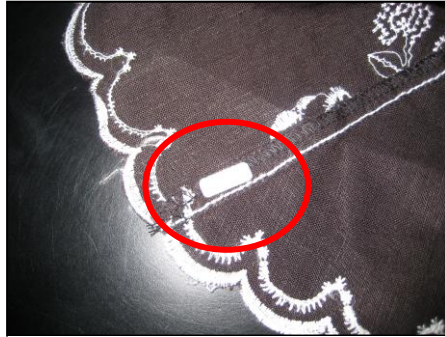


Dresses/Skirts

- Inside of right side seam towards bottom hem of skirt



1. Right side hem.



2. On inside seam.

Gowns (not Wedding Dresses)

- Back of care or manufacturers label
 - Never put on front of label on gowns, use temporary heat seal tag if necessary

Wedding Gowns

- Use temporary heat seal tags pinned to inside label

Neck Ties/Scarves

- Back of label only if it will not be visible when worn (be especially careful on scarves)

Belts

- Use temporary tags

Households

- Use temporary tags