

NOVI MIDDLE SCHOOL CHOIR

UNIFORM NOTES!

11/7/08

Dear Parents and Students:

It's finally happening: The girls' dresses and boys' pants/shirts/vests have arrived! The dresses and pants are unfinished. Therefore, it is your responsibility to hem the item according to the following requirements:

DIRECTIONS FOR HEMMING DRESS or PANTS

1. Wear the black dress shoes that you will be wearing at concerts!
2. LENGTH:
 - A. DRESS: Measure the dress to just touch the top of the shoe.
 - B. PANTS: Measure the front of the pants to the top of the shoe.
The back of the pants should be approximately hemmed to the top of the heel of the shoe.
3. When sewing the material, please note the following:
 - A. Do not cut off any material. These dresses and pants need to fit many students for many years!
 - B. Use a simple stitch that allows for adjusting the hem in the future.
 - C. DO NOT USE TAPE! This includes masking tape, duct tape, scotch tape, iron-on hem-tape, etc. (Tape will disfigure the material. Also, tape residue does not wash out.)
 - D. Do not use staples or safety pins to permanently hem the dress or pants!

YOUR RESPONSIBILITIES

1. All uniform items must be returned clean, on hangers, by June 13, 2008.
 - A. Dress and pants: Machine-wash, cold/warm water, gentle cycle, tumble dry low heat. Use cool iron if necessary. Wash with like colors.
 - B. Vest: Machine wash cold. Hang to dry. Wash with like colors.
 - C. Shirt: Machine wash warm. Tumble dry low heat. Iron. Wash with like colors.
2. **Damage, loss, etc:** It is your responsibility to repair any damage, or pay for the replacement cost of the item, if the damage results in the garment being unwearable.
 - A. Damage includes, but is not limited to: **Rips and tears**
Stains
Shrinkage
Missing or broken buttons, zippers, elastic, dress ties, etc.
 - B. **Loss:** You will be billed the replacement cost of the item if it is lost or damaged beyond repair.

I agree to adhere to all of the above requirements.

Parent Signature _____ Date _____

Student Signature _____ Date _____

Signatures are due by Friday, Nov.14, 2008.

