How to Check a PP Sample

Style Number: **Date:**

CTD Name: **Factory:**

Open style's specific suffix tech pack

Confirm alpha/numeric size of sample

Verify ID# on dress form

Confirm Pre-Production sample matches approved:

        Design Intent

        Construction Requirements

        Labeling Instructions

        Trim Card's fabric / trim / finish quality

Check for construction workmanship issues

Review all POM codes

Confirm sample measures within tolerance for all POM codes

    Passes Minimum Head Stretch Template (if applicable)

Open approved Fit sample Fit Eval

Place sample on dress form. Check placement on form is correct

Review Pre-Production sample against approved Fit sample

Confirm all updates from all Fit Eval fit rounds were updated for Pre-Production sample

Check Pre-Production sample for all additional workmanship/symmetry issues on form

If Pre-Production sample is requested document measurements, comments & sample pictures in the Pre-Production Fit Eval.

If applicable, upload Critical Point of Attention to tech packs attachments tab

Upload final Pre-Production pattern into tech packs attachments tab

If applicable, send approved Pre-Production sample to KTD