



## Uniform Alteration Authorization

### To Sheraton Cavalier Calgary Hotel Employee's:

Please bring this form with your uniform item(s) to any **Stitch It** location nearest you.

For a full list of our store locations, please visit our website at [www.stitchit.com](http://www.stitchit.com)

### Dear Stitch It Employee:

We are authorizing the following alteration(s) for our employee's uniform

Employee name: \_\_\_\_\_ Emp ID# \_\_\_\_\_ Department \_\_\_\_\_

Garment Information: **Note:** (Only alterations checked below are approved under company policy)

PANTS	SHIRTS	JACKETS	DRESS	OTHER
Hem	Shorten sleeves	Shorten sleeves	Hem shortened	
Take in/let out waist	Shorten hem	Shorten Hem	Take in/let out sides	
Taper leg/s	Take in/let out sides	Take in/let out sides	Repair zipper	

OR list alteration description:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

EXPIRY DATE: \_\_\_\_\_

Stitch It Associates – Scan this code for correct charge account.

Sheraton Cavalier Calgary Hotel



Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_

- Do not complete order unless signed and authorized by Gary Hambley or Beatriz Lacombe. If you have any questions please call 403-250-6384 and ask for Brianna Fowler