



Authoritative Answers

# International Textile Analysis Laboratory

## REQUEST FOR ANALYSIS

This form can also be copied or downloaded from the Members Only section of [www.ifi.org](http://www.ifi.org)

Please print or type all information. Payment must be submitted with this form.

*Please Note: Complete one analysis form for each garment.*

### SENDER INFORMATION

CONTACT NAME	DLI MEMBER NUMBER	TODAY'S DATE	
COMPANY NAME			
PHONE NUMBER	FAX NUMBER		
E-MAIL ADDRESS			
STREET ADDRESS	CITY	STATE/COUNTRY CODE	ZIP
SHIPPING ADDRESS (IF DIFFERENT)	CITY	STATE/COUNTRY CODE	ZIP

We recommend UPS to ship your garments for faster, traceable service.

**SUBMIT TO:**

**ITAL**

**14700 Sweitzer Lane  
Laurel, MD 20707  
301-622-1900, Ext. 1704  
Fax: 240-295-4200**

### GARMENT INFORMATION

**Garment Description:** \_\_\_\_\_

**Your garment will be analyzed for the specific problem you have identified.**

Please check (✓) problem(s) to be analyzed:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Shrinkage                                 | <input type="checkbox"/> Discoloration | <input type="checkbox"/> Trim Damage                                      |
| <input type="checkbox"/> Color Loss/Color Change                   | <input type="checkbox"/> Stains        | <input type="checkbox"/> Tears/Holes <i>(sign waiver on reverse side)</i> |
| <input type="checkbox"/> Other/Additional Problems (explain) _____ |  |   |

Location of Damage/Problem(s) \_\_\_\_\_

Additional Description Comments \_\_\_\_\_

**For ITAL Use Only**

### PAYMENT INFORMATION

**Analysis per garment:** = \$36.00

Includes handling & return shipping (U.S. & Canada ONLY)

Please check if you do not want garment returned.

**\*Insurance:**

Add \$1 per \$100 garment value (value \$ \_\_\_\_\_) + \_\_\_\_\_

**\*Expedited Shipping by UPS:**

- |  |   |       |
|--|---|-------|
| <input type="checkbox"/> 2-day, add \$24.00                                  | + | _____ |
| <input type="checkbox"/> Overnight, add \$30.00                              | + | _____ |
| <input type="checkbox"/> All ground shipments over 9 lbs., add \$.50 per lb. | + | _____ |
| <input type="checkbox"/> Alaska, Hawaii and Puerto Rico, add \$21.00         | + | _____ |
| <input type="checkbox"/> International orders, add \$50.00                   | + | _____ |

*(If shipping is not included, garment will be returned COD)*

**Optional Services:**

- |  |   |       |
|--|---|-------|
| <input type="checkbox"/> Express Analysis Service, add \$25.00<br><i>(Analysis completed and shipped within 1 business day of receipt - Guaranteed or your money back! Additional shipping options still apply, see above)</i> | + | _____ |
| <input type="checkbox"/> Notarized Analysis Report, add \$10.00  | + | _____ |
| <input type="checkbox"/> Restoration services available. Please call for fees.   | + | _____ |

**Method of Payment**  
*(Do not send cash)*

- Check #: \_\_\_\_\_  
*(Payable to ITAL in US Funds drawn on U.S. Bank)*
- Money Order
- Visa    MasterCard    American Express

\_\_\_\_\_  
CREDIT CARD #

\_\_\_\_\_  
EXPIRATION DATE

\_\_\_\_\_  
NAME ON CARD (PRINT)

\_\_\_\_\_  
SIGNATURE

**★ Insurance and Processing Acknowledgement**  
Upon receipt of the garment, the limit of DLI's liability for lost, damaged, or stolen items is \$100 per garment, unless additional insurance is purchased. All claims must be filed within 30 days of DLI report date. All claims will be settled in accordance with the procedures outlined in the ANSI Fair Claims Guide. Please sign indicating your acknowledgement of the above.

\_\_\_\_\_  
SIGNATURE

\*If necessary, additional cost for shipments will be quoted prior to shipping.

**Please complete reverse side of this form** ►

## GENERAL INFORMATION

1] Have you seen similar damage to other articles?

No  Yes, from same customer  Yes, from other customers

2] Approximate age of garment:  0-3 months  3 mos to 1 yr  over 1 yr

3] Number of times dry cleaned/laundered:

unknown  first time  2-3  4-7  7+

4] When was the damage to this article first noticed?

While being marked  After washing/dry cleaning  
 After finishing  After delivery to customer

5] What is customer's occupation? \_\_\_\_\_

5] Additional information, if necessary:

\_\_\_\_\_  
\_\_\_\_\_

### OPTIONAL INFORMATION FOR FTC DATABASE

\_\_\_\_\_  
CUSTOMER NAME

\_\_\_\_\_  
PHONE NUMBER

## CLEANING INFORMATION

### DRYCLEANING

1] Type of solvent:  Perc  Petroleum  Other: \_\_\_\_\_

2] Was it prespotted?  Yes  No If so, name product used: \_\_\_\_\_

3] Finishing:  Utility press  Hot Head Press  Hand ironed

4] Was any special treatment used on this article?  Yes  Sizing or water repel  No

If "yes," please describe: \_\_\_\_\_

5] If the article was leather cleaned, was it:  Redyed  Refinished

### WETCLEANING

1] Professional wetcleaning: Type of program: \_\_\_\_\_ Temp: \_\_\_\_\_°F \_\_\_\_\_°C

2] Hand washing:  Yes  No

3] Drying:  Tumble dry Type of program: \_\_\_\_\_ % Relative Humidity: \_\_\_\_\_  
 Air dried

### LAUNDERING

1] Home:  Perm press  Cotton sturdy/normal  Delicate/Gentle

2] Commercially laundered: Highest wash temperature: \_\_\_\_\_°F \_\_\_\_\_°C

*Check supplies used or attach laundry formula:*

A]  Neutral soap  Antichlor  Built dry soap  Sour  Extra alkali used  Bleach  Softener

Bluing  Brightener  Starch  Bleach: Type: \_\_\_\_\_ Concentration: \_\_\_\_\_%

Enzymes  Others (specify)

B] Drying:  Tumble dry  Temp \_\_\_\_\_°F \_\_\_\_\_°C  Gas  Steam

C] Finishing:  Utility press  Hot Head Press  Hand ironed  Pressed damp  Flatwork ironer

Other: \_\_\_\_\_

### WAIVER FOR CHEMICAL TESTING

More thorough tests and a more complete report can be made if small sections can be cut from damaged areas. Pieces will not be cut and tested without your written approval signified by your signature below. Reports on garments with holes/tears generally cannot be done without cutting a small section around the damaged area. Yes, ITAL may cut small pieces from the damaged area.

\_\_\_\_\_  
SIGNATURE