

Sample approval checklist

Style number		Style name	
Sample stage		Sample round	
Size reviewed		Factory	
Reviewed by		Date	

Measurements

Point of measure	Spec	Tol. +	Tol. -	Actual	Variance	Result

Variance is actual minus spec. A measurement passes if the variance is within the tolerance.

Fit, construction and quality check

Item	Pass	Fail	N/A	Comments
Fit on model or form (balance, ease, movement)	☐	☐	☐	
Neckline and collar	☐	☐	☐	
Shoulders and armholes	☐	☐	☐	
Sleeve length and cuffs	☐	☐	☐	
Length and hem	☐	☐	☐	
Closures work (zippers, buttons, snaps)	☐	☐	☐	
Pockets: placement and construction	☐	☐	☐	
Stitching: no skipped or broken stitches, even density	☐	☐	☐	
Seam finishing and strength	☐	☐	☐	
Topstitching straight and even	☐	☐	☐	
Pressing and overall appearance	☐	☐	☐	
Fabric matches the approved swatch	☐	☐	☐	
Color matches the approved standard	☐	☐	☐	
Wash or shrinkage test result noted	☐	☐	☐	
Trims match the bill of materials	☐	☐	☐	
Thread color and type correct	☐	☐	☐	
Labels and hangtags placed as specified	☐	☐	☐	
Packaging and folding as specified	☐	☐	☐	
Matches the tech pack overall	☐	☐	☐	

Decision

☐ Approved

☐ Approved with comments

☐ Resubmit sample

Required changes:		
Signed:		Date: