

BEFORE YOU START...

- HAVE ONE RESPONSIBLE ADULT TAKE ALL MEASUREMENTS SO THERE IS CONSISTENCY
 - Do not let the actors measure themselves or each other, or guess!
- FILL OUT ALL INFORMATION ASKED FOR ON OUR FORM
 - We need ALL the information asked for to give our costume professionals the best possible picture of the size & shape of each person
- IF YOU ARE UNSURE ABOUT HOW TO TAKE A PARTICULAR MEASUREMENT, CALL US it's much better to ask - this is the only information we have in order to make your costumes fit!
- DO NOT USE GARMENT SIZES INSTEAD OF MEASUREMENTS - they are **never** the same!
- PLEASE WRITE LEGIBLY IN INK: PENCIL or colored pen WILL NOT FAX
- USE THE NOTES SECTION...
 - especially for information about a person that will explain over or undersized parts - eg: actor #4 lifts weights; #5 has a belly, #2 wears a back brace and was measured while wearing it
 - IIF YOUR MALE ACTOR IS DRESSING AS A FEMALE - or vice versa, measure the actor in the undergarments he or she will be wearing as the character, and put the measurements on the form that reflects the sex of the character. Please alert us to this in the notes section
- * HAVE YOUR ACTORS WEAR LIGHT WEIGHT, WELL FITTING CLOTHING - have them take off bulky sweatshirts, and empty their pockets of wallets & cell phones
- IF YOU HAVE QUESTIONS, PLEASE CALL AND ASK !

STAND FACING THE ACTOR:

ask them their name, the character they're playing, and their HEIGHT, WEIGHT, and AGE

CHEST-male, BUST-female

reach around the upper torso with the tape measure and measure around the biggest part under the arms



UNDER BUST - female

-lower the tape to just under the bust



WAIST

lower the tape to the person's natural waist. About midway between bottom rib and top of hip bone.
This used to be the slimmest part of the torso..
If belly is larger, measure largest part



HIP

lower the tape again to 7-9" below the natural waist, or around the largest part



INSEAM - male

ask the actor (male) to stand with feet about a foot apart, place the tape end at the comfortable top of the inside of one leg & measure to floor



GIRTH - female

ask the actor to stand with feet about a foot apart, place beginning of tape at the top of one shoulder midway between neck & upper arm, run tape down back to between legs & back up to starting point in front



WAIST/KNEE

place the tape to the side of the natural waist & measure down to the center of the knee



WAIST/FLOOR

continue measuring to the floor

HAVE THE ACTOR TURN BACK TO YOU

NECK/WAIST

find the bony bump at the base of the neck - measure from there to the natural waist



NECK/FLOOR

continue to the floor

SH-SH BACK

(stands for shoulder to shoulder) place the tape at the edge of one shoulder, measure across back at base of neck to the edge of the other shoulder



ACROSS BACK

place the tape just above one underarm crease on one side, measure across the shoulder blades to the same spot above the other underarm - this is on a plane that is 7-9" below the base of the neck - does not go under the arm



NECK

measure just above base of neck



SLEEVE

ask actor to raise right upper arm away from body about 10" with elbow slightly bent. Start tape at bump at center of back neck, measure over shoulder, around elbow, and up to bump at outside of wrist



BICEP

measure around widest part of upper arm



THIGH

measure around widest part of thigh



CALF -male

measure around widest part of lower leg

HEAD

measure around head above ears where a hat will sit
If the actor is going to be wearing a wig, either measure head with wig on, or tell us it is head measurement without wig so we may adjust accordingly



FEMALE MEASUREMENT FORM

page ___ of ___

ORGANIZATION _____ SHOW _____ DATES _____ CONTACT PERSON _____ PHONE _____

ACTOR	CHARACTER	HGT	WGT	AGE	bust	underbust	wrist	hip	grn	wastlin	wastit	neckw	neckit	sr-sh	acros bk	neck	sleeve	bicep	thigh	head
1																				
2																				
3																				
4																				
5																				
6																				
7																				
8																				
9																				
10																				
11																				
12																				

REMARKS:

PLEASE MEASURE CAREFULLY & ACCURATELY. COSTUMES WILL ONLY FIT AS WELL AS YOU HAVE MEASURED
70 High Street Hampton, NH 03842 call 800-928-9351 fax 603-929-9773 www.tracycostumes.com



MALE MEASUREMENT FORM page ____ of ____

ORGANIZATION _____ SHOW _____ DATES _____ CONTACT PERSON _____ PHONE _____

ACTOR	CHARACTER	HGT	WGT	AGE	chest	waist	hip	inseam	wrist	wrist	wrist	neck/w	neck/l	sh-sh	acros br	neck	sleeve	bicep	thigh	calf	head
1																					
2																					
3																					
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8																					
9																					
10																					
11																					
12																					

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