



VENDOR

compliance manual

private label supplement

Table of Contents

Section	Section No.	Last Update
Chapter 1 – General Information		
Vendor’s Terms and Conditions	1.01	7/5/2024
Certification	1.01	09/23/2022
Exclusivity Contract	1.02	09/23/2022
Consumer Product and Safety Lab Reports	1.02	10/15/2024
California Proposition 65	1.02	7/5/2024
Certification and Acknowledgment	1.02	7/5/024
Chapter 2 – Production Requirements		
Fit Sample Requirements	2.01	05/05/2023
Sample Submission Forms	2.02	09/23/2022
Construction Guidelines	2.03	03/05/2021
Children’s Wear	2.04	03/05/2021
Grade Rule Guidelines	2.05	05/05/2023
Measuring Guidelines	2.06	03/05/2021
Specification Sheets	2.07	03/05/2021
Chapter 3 – Private Labels		
General Information	3.01	05/26/2021
Main/Care Label Placement Requirements	3.02	07/08/2022
Chapter 4 – Non-Compliance Policy		
Damaged or Defective Merchandise Policy	4.01	12/01/2008



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	1 of 9

All vendors (each, a “Vendor”) must read the following section, and then sign and return the Certification page in Section 1.02, indicating acceptance of all requirements outlined in this Compliance Manual Supplement.

These terms and conditions apply to any purchase order accepted by Vendor, and are in addition to any other terms contained in any Tillys Compliance Manual, which includes any supplements.

1. Contract Work. Vendor will manufacture, package, and deliver to Tillys the clothing, accessories and other goods described in Tillys purchase order (“Goods”), strictly in accordance with the price, specifications, delivery date, samples and quality standards set forth, or otherwise furnished or approved in writing by Tillys.
2. Delivery. Vendor acknowledges that the Goods are for resale by Tillys and that timely delivery is of the essence. Vendor shall immediately notify Tillys of any event which might delay delivery of any of the Goods and shall use its best efforts to avoid or minimize any such delay. If only partial delivery is made by the required delivery date, Tillys may return to Vendor, at Vendor’s expense, such partial deliveries for full credit of all amounts paid. Tillys election to return or retain partial shipments shall not be deemed to be a waiver of any other right or remedy to which Tillys is entitled hereunder or at law or in equity. If no delivery has been made by the required delivery date, Tillys may cancel the purchase order in its entirety, without any liability to Vendor. In addition, if Tillys agrees to accept a late shipment, Tillys may require that the Goods be sent airfreight, at Vendor’s expense.
3. Shipping and Packaging. Vendor shall follow shipping and packing instructions per Tillys Vendor Compliance Manual. Tillys will pay for shipping as long as all Vendor Compliance Manual instructions are followed. Goods shall be packed strictly in accordance with Tillys instructions. Tillys reserves the right to charge back shipping costs for failure to follow instructions (Sections 3.01 and 3.04).
4. Acceptance / Rejection of Goods/ Excess. Goods shall be deemed accepted only after Tillys has inspected the Goods for conformance with the required standards, even if the Goods were previously inspected at the place of manufacture by Tillys or its agent.

An entire order of Goods may be rejected if more than 2.0% of the ordered quantity is Nonconforming (as defined below) because of defects as determined by Tillys in its sole and absolute discretion. Tillys may sample the Goods in accordance with its Quality Audit Guidelines set forth in the Section 4.01 of the Vendor Compliance Manual or in the sample sizes as it deems necessary in its sole and absolute discretion. If the inspection discloses defects in excess of these levels, Vendor shall pay upon demand Tillys entire cost of inspection and sorting such Goods. Goods rejected by Tillys shall continue to be at Vendor’s risk, and the return of such Goods to Vendor shall be the sole responsibility of Vendor, at its expense.

Vendor shall only re-sell rejected Goods after all garment labels with identifying Trademarks, have been removed from the Goods.



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	2 of 9

“Nonconforming” means any Goods that (i) do not strictly match the agreed-upon samples, including but not limited to fit, fabric and color, (ii) are not strictly in the size scale specified, and/or (iii) have not been manufactured in accordance with Tillys instructions.

Vendor will not have the right to sell, transfer, or otherwise dispose of any Goods to which any Tillys Trademarks are attached or which display any Tillys Trademarks and are determined by Tillys to be seconds or irregular products or are in excess of the amount of the Goods requested by Tillys, except as authorized in writing by Tillys in regard to specific items. Tillys may require Vendor to dispose of or destroy any seconds, irregular or excess products. Vendor will physically remove all Tillys Trademarks from Goods before any sale or other transfer of the Goods that Tillys may authorize in its discretion. Vendor will advise Tillys of the method used for destruction and shall certify to Tillys that such Goods have been completely destroyed. Proof of destruction including invoices and photographs shall be made available to Tillys upon request.

5. Tillys Options For Retaining Nonconforming Goods. If there are Nonconforming Goods, Tillys may, at its option:
 - i. require that the Vendor repair the Nonconforming Goods;
 - ii. require that the Vendor remove all Trademarks and sell the Goods; or
 - iii. elect to sell the Nonconforming Goods as they are with a Vendor guaranteed margin.

6. Warranties and Representations. Vendor warrants, represents and covenants that:
 - i. The Goods conform strictly to the agreed-upon samples, designs and specifications, are free from defects in materials and workmanship, are fit for resale to the public as fine quality, first class products, and are packaged and labeled as required by this Agreement;
 - ii. The Goods and related packaging comply with all applicable labeling and certification standards, regulations and requirements of the United States or the country of destination;
 - iii. Vendor has all right and title to use and sell to Tillys any patterns or designs used on the Goods, including without limitation all intellectual property rights;
 - iv. The Goods and related packaging comply with all product safety, labeling and certification standards, regulations and requirements applicable in the United States, including without limitation compliance with the Consumer Product Safety Improvement Act and California’s Proposition 65;
 - v. The Goods and related packaging comply with all applicable labeling and certification requirements contained in any Tillys Compliance Manual, which includes any supplements, including without limitation, the Proposition 65 labeling and certification requirements set forth in Section 1.02 of the Vendor Compliance Manual;



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	3 of 9

- vi. Manufacturing shall be done only by persons in compliance with the *Immigration Reform and Control Act of 1986*, Section 274A(a)(4). Vendor shall provide the statutorily-required documentation demonstrating compliance with such law within the time required to respond to a Notification of Demand on Tillys by the U.S. Citizenship and Immigration Service;
- vii. Vendor's workers are provided safe, clean working conditions and are paid as required by law;
- viii. All Goods made in the United States or in any territory of the United States were made in compliance with all applicable (i) requirements of the *Fair Labor Standards Act*, Sections 6, 7 and 12, and (ii) regulations and orders of the United States Department of Labor, Section 14;
- ix. The country of origin is accurately stated on all documentation and packaging;
- x. All Goods are free from liens and encumbrances;
- xi. Vendor is duly organized, validly existing and in good standing under the laws of its state or country of formation. Vendor has all necessary power and authority to execute, deliver and perform its obligations under a purchase order. A purchase order is valid and legally binding on Vendor enforceable against Vendor in accordance with its terms; and
- xii. Vendor has not paid and will not pay any compensation to any of Tillys Buying Agents and that it does not have any financial or other interest in any such Buying Agents which would cause government authorities to consider Vendor and any Buying Agent to be related parties. "Buying Agent" means a third party working for or on behalf of Tillys conducting business dealings with Vendor.

These warranties will run to Tillys, its successors, assigns, customers and users of the Goods.

- 7. Payment. Payment shall be made by Tillys after delivery to its warehouse and inspection and approval by Tillys of all Goods. Payments may be made by check or draft payable to the order of Vendor. Tillys will make all payments in United States Dollars.
- 8. Trademarks. "Trademarks" mean any trademark that Tillys and/or its affiliates use, including but not limited to, "Tillys", "Full Tilt", "Blue Crown", "RSQ" and "Infamous". Vendor acknowledges that Tillys owns its Trademarks and other intellectual property and that Vendor acquires no rights in any of such Trademarks or property by virtue of its manufacture and supply of the Goods. Vendor agrees that it shall not acquire any registration for any of the Trademarks, copyrights or designs owned or used by Tillys. If Tillys cancels an order or rejects any Goods, Vendor shall not sell or use such Goods unless the garment labels identifying Tillys Trademarks have been removed. Except as expressly authorized in respect to Goods made for sale to Tillys, Vendor will not use Tillys Trademarks, in any manner whatsoever without obtaining the prior written approval of Tillys, which may be withheld at the Company's sole discretion. Vendor will not make any reference in its



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	4 of 9

business materials, advertising or in any of its business activities to the fact that Vendor is engaged by Tillys to manufacture and/or sell merchandise under Tillys Trademarks.

9. Insurance. Every Vendor shall obtain and maintain, at its sole cost and expense, commercial general liability (CGL) insurance on an “occurrence” basis in an amount appropriate to the Vendor’s business and operations, but which shall not be less than \$3,000,000 combined single limit for bodily injury and property damage per occurrence. If a Vendor maintains broader coverage and/or higher limits than the minimums shown above, Tillys shall be entitled to the broader coverage and/or the higher limits. Vendor may not self-insure its obligations hereunder without the prior written permission of Tillys. Vendor shall furnish Tillys with a certificate of CGL insurance with limits of not less than the foregoing requirements. Such insurance shall contain a broad form Vendor’s endorsement without limitation naming Tillys, its officers, officials, employees, agents and affiliates as Additional Insureds, and an undertaking of the insurance company not to cancel, reduce or materially change such coverage without giving at least thirty (30) days prior written notice to Tillys. Such insurance shall provide coverage with respects to products and completed operations, property damage, bodily injury, products liability, personal and advertising injury coverage, and contractual liability. The latter shall specifically include coverage of the Vendor’s indemnification obligations to Tillys. Vendor’s insurance will be primary to and non-contributory with any insurance maintained by Tillys, respond to and pay claims prior to other coverage, and be endorsed to waive subrogation in favor of Tillys. By requiring insurance herein, Tillys does not represent that coverage and limits will be adequate to protect the Vendor, and such coverage and limits shall not be deemed as a limitation on Vendor’s liability hereunder.
10. Indemnity. Vendor shall indemnify, protect, defend, and hold harmless Tillys and its parent and subsidiaries, and each of their officers, directors, employees, shareholders, affiliates and agents from and against any and all claims, suits, loss, liability, expense and damage, including but not limited to costs of suit and attorneys’ fees arising out of any:
- i. defect in the Goods, regardless of whether the action is based upon negligence or strict liability;
 - ii. violation of any national, state, or local law or regulations pertaining to the manufacture or labeling of the Goods, their content, or their country of origin;
 - iii. violation of any garment industry registration laws or statutes;
 - iv. violation of any discrimination, harassment, retaliation, worker’s compensation, wage and hour, or any other labor laws or regulations pertaining to any worker employed or engaged by Vendor, its vendors, suppliers, contractors or agents;
 - v. unfair labor practices regulations by Vendor or its agents, vendors, suppliers or contractor;
 - vi. nonpayment by Vendor for amounts owed to any vendor or supplier;



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	5 of 9

- vii. violation of any warranty or representation made by Vendor pertaining to any of the Goods;
- viii. infringement of trademark, patent or copyright rights or any laws and regulations by Vendor or its agents, vendors, suppliers or contractor;
- ix. violation of any other applicable laws or regulations by Vendor or its agents, vendors, suppliers or contractors;
- x. breach of any warranty or covenant hereunder, including, but not limited to damages from public protests relating to factory conditions; human rights violations; country of origin; loss of property; loss of profits; special, incidental, consequential, or punitive damages arising out of the use or inability to use the Goods; indirect or other similar damages arising from breach of warranty, breach of contract, negligence, or any other legal theory, even if Tillys or its agent has been advised of the possibility of such damages; or
- xi. Vendor's acts or omissions and those of its agents, employees, vendors, suppliers and contractors willful misconduct or negligent conduct, whether active or passive.

This indemnity shall apply under all circumstances unless a court of final jurisdiction holds that the loss was the result of the sole negligence or willful misconduct of Tillys. Vendor hereby waives its rights to raise a defense to its obligations under this section based upon any intervening, contributing or comparative (whether active or passive) negligence of Tillys.

Tillys may, at its sole option, defend itself with counsel of its choice, which shall be paid for by Vendor upon presentation of legal bills or requests for retainer. Attorneys' fees and costs incurred in enforcing this paragraph shall be awarded to the prevailing party. All Tillys indemnity rights will continue even if business has terminated with the Vendor.

- 11. Right of Offset. Tillys shall have the right to offset and withhold all or any portion of any payment due under this Agreement or any other contract with Vendor, to such extent as may be necessary to protect Tillys from loss, including but not limited to, costs and attorneys' fees, arising from or relating to (i) Nonconforming Goods; (ii) claims filed against Tillys as a result of an act or omission of by Vendor or its agents, vendors, suppliers or contractors; (iii) Vendor's failure to pay for labor, benefits and materials; (iv) failure to fulfill any of the covenants and obligations set forth in a purchase order; and (v) any claims Tillys has against Vendor arising out of any other contract.
- 12. Force Majeure. Tillys may, at its option, cancel an order in process without liability if its business is disrupted by natural disaster, an act of God, terrorism, or any other cause beyond Tillys reasonable control.
- 13. Limitation on Tillys Liability. Tillys shall not be liable for Vendor's anticipated profits or for incidental or consequential damages or penalties of any kind. Tillys liability for any claim



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	6 of 9

relating to this Agreement shall not exceed the price Tillys paid for Goods or services which gives rise to the claim.

14. Compliance with Law. Vendor shall operate its factories in full compliance with all applicable laws, rules and regulations, including, but not limited to, those related to product safety, labeling, warnings, labor, worker health, safety and environment. Vendor shall also comply with all applicable city, county, state and federal laws, regulations, ordinances, and orders pertaining to home labor, minimum wages, working conditions, equal opportunity, child labor, overtime and worker's compensation. Vendor shall maintain any required registrations, and upon request, Vendor shall provide Tillys with copies of its licenses, permits and registrations.
15. No Child Labor. Vendor shall not employ any children in its factories. The term "children" means any person who is less than 14 years old or as otherwise defined in this section. The International Labor Organization Minimum Age Convention allows countries with underdeveloped educational facilities and economies to set the minimum age for employment at 14. However, when the age for completing compulsory education in any country is more than 14, such higher age shall apply. Factories shall also comply with all other applicable child labor laws in their country. Vendor is encouraged to develop lawful work place apprenticeship programs whenever possible for the educational benefit of its workers, provided that all participants meet minimum legal age requirements.
16. No Forced or Prison Labor. Vendor shall not use any forced, prison or indentured labor in the manufacture and finishing of Tillys products.
17. No Corporal Punishment. Vendor shall not use corporal punishment on its workers.
18. Non-Discrimination. Vendor shall employ workers on the basis of their ability to do the job, without regard to their personal characteristics or beliefs. Vendor shall not treat similarly-situated workers, employees or candidates for employment differently based on sex, age, race, religion, sexual orientation, physical disability, mental disability or any protected class under applicable law.
19. Wages, Benefits and Hours. Vendor shall set working hours, wages and overtime pay in compliance with all applicable laws, rules and regulations. Vendor's workers shall be paid at least the minimum legal wage or a wage that meets local industry standards, whichever is greater. Tillys understands that overtime is often required in garment productions, but Vendor agrees to limit workers' overtime to a level that ensures humane and productive working conditions.
20. Working Conditions. Vendor shall treat its workers with respect and dignity, not exploit them in any way, and provide them with a safe and healthy work environment.
21. Monitoring Working Conditions. Vendor shall monitor, evaluate and enforce the required working conditions set forth in this Compliance Manual and under applicable law. Tillys may, at its option, monitor Vendor's systems to assess and ensure compliance.



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	7 of 9

22. Country of Origin. Vendor shall provide timely and accurate information about the country or countries in which Goods are made. Vendor shall communicate this information to Tillys when an order is placed, throughout the manufacturing process if there are any changes, before shipment, and during the shipment process. All labels, hangtags, and documents that have country of origin information shall be accurate.
23. Country Selection. Although beyond the control of the Vendor, Tillys may, at its option, cancel orders in process without liability and not place future orders in countries where:
- i. sourcing would have an adverse effect on Tillys brand image as determined in Tillys sole and absolute discretion;
 - ii. there is evidence that Tillys employees or agents would be exposed to unreasonable health or safety risk as determined in Tillys sole and absolute discretion;
 - iii. there are violations of basic human rights as determined in Tillys sole and absolute discretion;
 - iv. the legal environment creates unreasonable risk to Tillys Trademark or to other important commercial interest or seriously impedes Tillys ability to implement the terms of its purchase order as determined in Tillys sole and absolute discretion; or
 - v. political or social turmoil that unreasonably threatens Tillys commercial interests as determined in Tillys sole and absolute discretion.
24. Relationship of Parties. Vendor is an independent contractor. Nothing between the parties shall be deemed to constitute a partnership between Tillys and Vendor, or to make Vendor an agent or employee of Tillys for any purpose. Vendor shall have no authority to bind Tillys or to contract in the name of or create any liability on the part of Tillys.
25. Confidential Information. Vendor shall not disclose any of Tillys Confidential Information, whether in documentary or non-documentary form, without Tillys prior written consent, which may be withheld in Tillys sole and absolute discretion. Confidential Information includes any information about Tillys, its business, operations, products, samples, drawings, specifications, data, employees and stores that Vendor obtained because of doing business with Tillys. Vendor may not disclose it is doing business with Tillys without Tillys written consent. Upon request by Tillys or termination of a purchase order, Vendor shall promptly return to Tillys all applicable samples, drawings, specifications, data, and other materials containing Tillys Confidential Information, together with all copies thereof, and shall erase all Tillys Confidential Information from its computers and files.
26. Disputes. Any dispute relating to a purchase order or the terms of the Vendor Compliance Manual shall be settled by arbitration in Irvine, California, using an arbitrator with the American Arbitration Association mutually agreed upon by the parties. One arbitrator shall hear the dispute. A party shall commence arbitration by delivering a written demand, which shall be served by U.S. certified mail, air shipment (Fed- Ex or UPS) or by personal service. The arbitrator shall have no power or jurisdiction to alter or modify any express provision



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	8 of 9

of the purchase order or the Vendor Compliance Manual or to make any award which by its terms effects any such alteration or modification. The arbitrator shall award reasonable attorneys' fees and the costs of arbitration to the prevailing party. The decision of the arbitrator shall be final and enforceable in any court of competent jurisdiction. Notwithstanding the foregoing, the parties shall have the right to seek provisional remedies (such as interim injunctive relief in court).

27. Other Contracts. If Vendor breaches any other contract with Tillys, Tillys shall have the right to cancel all or any portion of a purchase order, and to withhold payments otherwise owing under a purchase order or other contracts.
28. Termination. Tillys may terminate for any order for Goods for cause at any time. Cause includes:
- i. Tillys rejection of Goods for failure to comply with any of the terms of a purchase order;
 - ii. Goods that are delivered late;
 - iii. Goods that are defective;
 - iv. Vendor's breach of any warranty; or
 - v. Vendor's failure to provide Tillys, upon request, with reasonable assurances of future performance.

If Tillys terminates for cause, Tillys shall not be liable to Vendor for any amount, and Vendor shall be liable to Tillys for any and all damages, including but not limited to, consequential damages and loss of profits sustained by reason of the default which gave rise to the termination. Any acceptance or deemed acceptance by Tillys of Goods shall not affect Tillys right to terminate for Vendor's breach.

Tillys may terminate any order for Goods without cause at any time upon written notice to Vendor. Upon receipt of such notice, Vendor shall complete work in process, unless the notice of termination directs that work in process not be completed. Vendor shall not start any other work. Tillys shall only be liable to Vendor for any work done or materials paid for prior to the notice of termination, except for the addition of such work and materials needed to complete work in process (unless not authorized by the notice).

Upon termination of this Agreement, Vendor will refrain from further use of Tillys Trademarks or of anything confusingly similar thereto, in connection with the manufacture and/or sale of any merchandise manufactured and/or sold by Vendor. Additionally, all originals and copies of all sketches, patterns, prototypes, samples or other materials relating to Goods will either be immediately returned by Vendor to Tillys or, at Tillys written election, be destroyed by Vendor. Proof of destruction including invoices and photographs shall be made available to Tillys upon request.



Chapter 1	Section Name:	Section #:	Page:
General Information	Vendor's Terms and Conditions	1.01	9 of 9

29. Notices. Any notice, consent, waiver or legal service of process shall be effective on the date personally delivered in writing; or on the transmission date of a facsimile transmittal notice; or on the transmittal date of an E-mail notice; or one business day after the notice of communication is sent by recognized overnight delivery service; or three days after the date of mailing by first class mail, postage prepaid, return receipt requested. All notices to Tillys shall be sent to the attention of: Chief Financial Officer, Tillys, 10 Whatney, Irvine, CA 92618, U.S.A., with a copy to the General Counsel at the same address.
30. Agreement, Changes and Waiver. Signed purchase orders, and any designs, drawings, specifications, and Vendor's samples specified therein constitute the entire agreement between Tillys and Vendor, and all prior agreements, understandings, representations and statements, oral or written, shall be of no further force or effect. Vendor may not assign any its rights or obligations under any purchaser orders without Tillys prior written consent. No waiver, amendment or modification of a purchase order shall be effective unless in writing and signed by a duly authorized representative of both parties.



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	1 of 14

Tillys Compliance Manual, including any supplements, contain instructions for pre-ticketing, packing, shipping, vendor returns, chargebacks, quality auditing guidelines, production and labeling. It is important that all guidelines outlined in this Compliance Manual and any supplements are followed in order to expedite the processing of merchandise, help prevent delay of payment, and facilitate the return of merchandise to the Vendor.

The Compliance Manual and any supplements are available online at www.tillys.com/currentvendorinfo and the private label supplement is available at www.tillys.com/privatevendorinfo. Follow the instructions on the web page to view and print the manual. We may update the Compliance Manual and any supplements at any time as we feel is necessary, without providing notification of the update. Therefore, it is the vendor's responsibility to periodically review the Compliance Manual and any supplements online to remain current with our policies. This certification will automatically apply to any updates made to the Compliance Manual and any supplements. In addition to signing this certification, by accepting any purchase orders from Tillys you agree to be bound by the terms of the Compliance Manual and any supplements.

Your cooperation is appreciated and we look forward to working with you in the future. If you should have any questions concerning the Compliance Manual or any supplements, please e-mail us at vendorinfo@tillys.com or call the Tillys Distribution Center Monday through Friday 7:00 AM to 3:00 PM Pacific Standard Time (949) 609-5599.

Ship to Address:

Tillys
10 Whatney
Irvine, CA 92618

Invoice Address:

Tillys
Attn: Accounts Payable
10 Whatney Irvine, CA 92618

Non solicitation of Tillys employees:

As a vendor you will have access to Tillys employees and information about Tillys employees. During our business relationship and for one year thereafter, you will not, whether for your own account or for any business organization, encourage or solicit any Tillys employee to leave Tillys employment. You acknowledge that violating this provision will cause Tillys irreparable harm which cannot be compensated by monetary damages alone, and that an injunction is an appropriate provisional remedy.

By accepting any purchase order from Tillys, the undersigned company agrees to the term of and to be bound by the following:

The Tillys Vendor Compliance Manual Private Label Supplement as may be amended from time to time, located at: www.tillys.com/privatevendorinfo.



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	2 of 14

The Tillys Code of Conduct for Third Party Vendors, located at: <http://phx.corporate-ir.net/phoenix.zhtml?c=247315&p=irol-govHighlights>

The California Transparency in Supply Chains Act, located at: <http://www.tillys.com/static/ca-supply-chains-act>

Conflict Minerals Policy, located at: <https://www.tillys.com/about-tillys/conflict-mineral.html>

TILLYS EXCLUSIVITY CONTRACT

P.O. Number: _____

P.O. Date: _____

Style Number: _____

Brand Label: _____

Expiration Date: _____



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	3 of 14

With respect to all Goods acquired as a result of this Purchase Order, Vendor will not sell the styles sold to Tillys to anyone other than the Company. The term “styles” shall include, but is not limited to, features associated with style, design, pattern and color.

To the extent that our name and/or Trademarks are present on Goods purchased from Vendor (whether directly affixed to the item or included on any labels or tags), Vendor is authorized to use our name and/or Trademarks for Goods sold to us and to permit manufacturers to use our name and/or Trademarks for such purpose. Vendor is not authorized to use or permit others to use our name and/or Trademarks for any other purpose.

In the event that action is filed to enforce this provision, the prevailing party shall be entitled to its reasonable attorneys’ fees in addition to all other remedies at law and in equity including, but not limited to, court-approved orders that sales of Goods by Vendor in violation of this agreement be discontinued and the Company be entitled to recover appropriate monetary damages from Vendor.

Buyer: _____ Date: _____

Vendor Name: _____

Name: _____ Title: _____

Signature: _____ Date: _____



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	4 of 14

CONSUMER PRODUCT SAFETY & LAB TEST REPORTS

Product safety is a top priority and we want to be assured all products available for sale to customers are safe and meet all applicable requirements. As the Vendor to our company, you are responsible for being informed about how to comply with all rules, laws, bans, regulations and restrictions applicable to your products, including without limitation U.S., Canada and State laws (e.g. California Proposition 65), the Consumer Product Safety Improvement Act of 2008 (“CPSIA”) and any other rule or law enforceable by the U.S. Consumer Product Safety Commission (“CPSC”).

For any product subject to any safety rule, law, ban, standard, regulation or restriction which requires a Certificate of Compliance (or similar product certificate) (any such certificate, a “COC”), Vendor is responsible for maintaining a compliant Certificate of Compliance for each applicable product. By way of example and not limitation, the CPSIA requires, for any product subject to any safety rule, law, ban, standard, regulation, or restriction enforced by the CPSC, the issuance of a General Certificate of Conformity (“GCC”) for a general use product (i.e., non-children’s products) or a Children’s Product Certificate (“CPC”) for a children’s product.

COC and Lab Test Report Requirements:

1. To obtain a copy of the Tillys COC form [CLICK HERE](#).
2. Vendor must also provide third-party certified lab test report(s) declaring that the merchandise meets all applicable regulations. Both the COC form and the lab test reports must be filled out electronically, in English, and submitted in a PDF file format to productcompliance@tillys.com 2 days prior to the scheduled appointment for shipment. Further, Vendor must provide a COC and lab test report within 72 hours upon a request from Tillys.
3. Lab test reports are valid for one calendar year from the test issue date. If a product is re-ordered under the same style number and the COC and the lab test report on file is less than 12 months old, a new lab test report does not need to be submitted.
4. Tillys requires that all third-party testing be conducted by a CPSC accredited testing laboratory. A complete list of accredited laboratories can be referenced on the CPSC’s website: <http://www.cpsc.gov/cgi-bin/labsearch/>.



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	5 of 14

CALIFORNIA'S PROPOSITION 65

The Safe Drinking Water and Toxic Enforcement Act of 1986, better known as Proposition 65, requires businesses with 10 or more employees to give a clear and reasonable warning to California consumers before knowingly and intentionally exposing them to excessive levels of a chemical [listed](#) as a known carcinogen or reproductive toxicant (“Listed Chemicals”). Under Proposition 65, the primary responsibility for providing a Proposition 65 compliant warning for exposures to a Listed Chemical that result from a California consumer’s acquisition, purchase, storage, consumption, or any reasonably foreseeable use of a consumer product or component part thereof, is with the manufacturer, producer, packager, importer or distributor of the products.

Tillys requires all of its Vendors, *regardless of size and location*, to comply with Proposition 65. It is the Vendor’s responsibility to determine if the Goods being offered to customers require a Proposition 65 warning, and Vendor shall inform Tillys in writing if a warning is required and which Listed Chemical the Good contains. Vendor must satisfy this obligation by both (1) printing and/or affixing a compliant warning label to any such Goods or each Good’s immediate container(s), and (2) notifying Tillys by email at productcompliance@tillys.com including that the Good requires a warning if it is sold online and the required warning language. If Vendor does not inform Tillys that a warning is required and does not affix a compliant label on the Goods, Tillys will interpret this lack of notice as a statement by Vendor that no warning is required. Steps (1) and (2) above must be effected by the Vendor if the Goods contain, or through their reasonably foreseeable use can expose a California consumer to, one or more Listed Chemicals, unless the Vendor can prove with third-party certified test reports, submitted to Tillys upon request, that the level of exposure to the Listed Chemical(s), if any, in the Goods is below the No Significant Risk Level (NSRL), and/or below the Maximum Allowable Dose Level (MADL) established for those chemicals by the California Office of Environmental Health Hazard Assessment, and that the content of a certain chemical is below a court-approved Consent Judgment. If the Vendor determines that a warning is required, such warning shall comply with Proposition 65’s regulatory content requirements.

Tillys is also a party to certain consent judgments and settlements of legal actions brought under California’s Proposition 65 relating to various products, including footwear, jewelry, and fashion accessories, that may impose additional or different obligations or requirements for compliance with Proposition 65. Tillys requires all of its Vendors, regardless of size and location, to comply with the provisions of these consent judgments/settlements as described below.

Please be aware that the obligation to comply with all applicable laws and regulations, including Proposition 65 and the applicable consent judgments/settlements described below, remains yours alone. Tillys has no obligation to provide you with updates as new legal developments occur.



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	6 of 14

CONSENT JUDGMENTS/SETTLEMENTS

This section contains important information concerning the content of and limits on Listed Chemicals in specific types of products sold to Tillys, as required by court-approved Consent Judgments and/or settlements of legal actions brought under California’s Proposition 65. You must ensure that all products subject to an applicable consent judgment or settlement comply with the standards set forth in the applicable Consent Judgment and/or settlement as summarized below. Tillys requires its vendors to use their best commercial efforts to provide Tillys with compliant products. At Tillys discretion, vendors that do not meet the requirements of the various consent judgments or settlements summarized below are subject to expense offset fees, returns, chargebacks, and/or order cancellation. **To the extent any Goods are also subject to another rule, law, ban, regulation or restriction regulating chemical content, Tillys requires its Vendors to comply with the lowest applicable limits.**

A. FOOTWEAR

In 2014, Tillys entered into a Consent Judgment regarding the content of lead in footwear products. You can obtain a copy of the footwear consent judgment [here](#). You must ensure that any footwear products manufactured, imported, distributed, or supplied to Tillys comply with the following standards (lead limits) under the Consent Judgment:

Component Type	Lead Limit (PPM)
Paint or other surface coatings	90
Polyvinyl Chloride (PVC)	200
All other materials or components other than cubic zirconia (sometimes called cubic zirconium, CZ), crystal, glass or rhinestones	300

B. JEWELRY

In 2007, Tillys entered into a Consent Judgment regarding the content of lead in jewelry and/or its components. You can obtain a copy of the jewelry consent judgment [here](#). In addition, California has enacted the California Metal-Containing Jewelry Law, CAL. HEALTH AND SAFETY CODE §§ 25214.1 *et seq.* (the “Jewelry Law”), which regulates the amount of lead in adult jewelry, and lead and cadmium in children’s jewelry. More information on the Jewelry Law can be found [here](#). Children’s jewelry is also subject to the provision of the Consumer Product Safety Improvement Act of 2008 (“CPSIA”). More information on CPSIA can be found [here](#).



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	7 of 14

You must ensure that any jewelry manufactured, imported, distributed, or supplied to Tillys comply with the following standards (lead limits) under the Consent Judgment. **To the extent such jewelry is also subject to the Jewelry Law and/or CPSIA, Tillys requires its Vendors to comply with the lowest applicable limits.**

ADULT JEWELRY (13 AND OLDER) LEAD SPECIFICATIONS

CLASS 1 COMPONENTS	
Component	Lead Limit
Stainless and surgical steels	No lead content restrictions.
Karat gold	
Sterling silver	
Platinum, palladium, iridium, ruthenium, rhodium, or osmium (“platinum group metals”)	
Natural and cultured pearls	
Glass, ceramic, and crystal decorative components (e.g., cat’s eye, cubic zirconia (sometimes called cubic zirconium, CZ), glass, rhinestones, cloisonne).	
Any gemstone that is cut and polished for ornamental purposes except the following: aragonite, bayldonite, boleite, cerussite, crocoite, ekanite, linarite, mimetite, phosgenite, samarskite, vanadinite, and wulfenite	
Elastic, fabric, ribbon, rope, and string with no intentional lead and not otherwise listed as a Class 2 Component	
Natural decorative materials (e.g., amber, bone, coral, feathers, fur, horn, leather, shell, wood) if treated in a way that does not add lead	
Adhesives	



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	8 of 14

CLASS 2 COMPONENTS	
Component Type	Lead Limit
Electroplated metal alloys (must be plated using the Best Management Practices described in Consent Judgment).	less than 10 percent lead by weight
Unplated metal not defined as Class 1 Components	Less than 1.5% lead (15,000 ppm)
Plastic/Rubber (e.g., acrylic, polystyrene, plastic beads/stones, polyvinyl chloride (PVC))	0.02% (200 ppm)
Dyes and Surface Coatings	0.06% (600 ppm)
Printing inks or ceramic glazes used in Children’s Products	0.06% (600 ppm)

CLASS 3 COMPONENTS	
Component Type	Lead Limit
Any part of Jewelry that is not a Class 1 or Class 2 Component	0.06% (600 ppm)

**CHILDREN’S JEWELRY (12 AND YOUNGER) LEAD SPECIFICATIONS
(PROPOSITION 65 AND CPSIA COMPLIANCE STANDARDS)**

CLASS 1 COMPONENTS	
Component	Lead Limit
Stainless and surgical steels	100 ppm
Gold 10 Karat greater	
Silver at least 925/1000 pure	
Platinum, palladium, iridium, ruthenium, rhodium, or osmium (“platinum group metals”)	



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	9 of 14

Natural and cultured pearls	
Any gemstone that is cut and polished for ornamental purposes except the following: aragonite, bayldonite, boleite, cerussite, crocoite, ekanite, linarite, mimetite, phosgenite, samarskite, vanadinite, and wulfenite	
Dyed and undyed yarn and textiles with no intentional lead	
Natural decorative materials (e.g., amber, bone, coral, feathers, fur, horn, leather, shell, wood) if treated in a way that does not add lead	

CLASS 2 COMPONENTS	
Third-Party Testing and Certification Required	
Component	Lead Limit
Metal (plated and unplated)	0.01% (100 ppm)
Plastic/Rubber (e.g., acrylic, polystyrene, plastic beads/stones, polyvinyl chloride (PVC))	0.01% (100 ppm)
Dyes and Surface Coatings	0.09% (90 ppm)
Glass or crystal decorative components, including rhinestones	0.01% (100 ppm)

CLASS 3 COMPONENTS	
Component Type	Lead Limit
Any part of Jewelry that is not a Class 1 or Class 2 Component	0.01% (100 ppm)



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	10 of 14

CADMIUM IN JEWELRY

Jewelry manufactured, imported, distributed, or supplied to Tillys must also comply with the cadmium content limits identified below:

Product Type	Cadmium Limit
Children's (12 or younger) Jewelry	No more than 75 ppm cadmium in any component
Adult (13 or older) Jewelry	No more than 300 ppm cadmium in any component, excluding components made from cubic zirconia (cubic zirconium or CZ), glass, rhinestones, or vitrified cermaics.

C. LEATHER, VINYL OR IMITATION LEATHER CLOTHING

In 2016, Tillys entered into a Consent Judgment regarding the content of lead in clothing made with leather, vinyl, or imitation leather materials. You can obtain a copy of the clothing consent judgment [here](#). You must ensure that any clothing products manufactured, imported, distributed, or supplied to Tillys made with leather, vinyl or imitation leather materials comply with the following standards (lead limits) under the Consent Judgment:

Component Type	Lead Limit (PPM)
Paint or other surface coatings	90
Polyvinyl Chloride (PVC)	200
All other materials or components other than cubic zirconia (sometimes called cubic zirconium, CZ), crystal, glass or rhinestones	300

D. BELTS

In 2016, Tillys entered into a settlement agreement regarding the content of lead in belts. You can obtain a copy of the settlement agreement [here](#). You must ensure that any belt products



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	11 of 14

manufactured, imported, distributed, or supplied to Tillys comply with the following standards (lead limits) under the settlement agreement:

Component Type	Lead Limit (PPM)
Paint or other surface coatings	90
Leather (including composited leather)	300
Polyvinyl Chloride (PVC)	200
All other materials or components other than cubic zirconia (sometimes called cubic zirconium, CZ), crystal, glass or rhinestones	300



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	12 of 14

**VENDOR COMPLIANCE ACKNOWLEDGEMENT CERTIFICATION –
PRIVATE LABEL SUPPLEMENT**

All vendors must read the preceding and following sections carefully, and then sign and return this page, confirming acceptance of all requirements outlined in the Private Label Compliance Manual Supplement.

I, the undersigned, represent and certify that I am authorized to bind the company on whose behalf I sign this certification (“Vendor”). I certify that I have received, reviewed and will comply with Tillys Compliance Manual and any supplements, and acknowledge and understand that **by accepting any purchase order from Tillys Vendor agrees to be bound by the terms of the Compliance Manual, including any updates thereto.**

I acknowledge and understand that Tillys Compliance Manual, including any supplements, contains instructions for pre- ticketing, packing, shipping, vendor returns, chargebacks, and quality auditing guidelines for all merchandise delivered to Tillys Distribution Centers and that it is important that all guidelines outlined in this Compliance Manual are followed in order to expedite the processing of merchandise, ensure compliance with applicable laws and regulations, help prevent delay of payment, and facilitate the return of merchandise to Vendor.

I further certify that all Goods directly or indirectly sold by Vendor to Tillys comply with the California Safe Drinking Water and Toxic Enforcement Act of 1986, or Proposition 65, and, as applicable, that Vendor has both (1) printed and/or affixed a compliant warning label to the Goods or each Good’s immediate container(s), and (2) notified Tillys by email at productcompliance@tillys.com including that the Goods require a warning if it is sold online and the required warning language.

I further certify that steps (1) and (2) have been effected by Vendor if the Goods contains, or through its reasonably foreseeable use can expose a California consumer to, one or more Listed Chemicals, unless the Vendor can prove with third-party certified test reports, submitted to Tillys upon request that the level of exposure to the Listed Chemical(s), if any, in the Goods is below the No Significant Risk Level (NSRL), and/or below the Maximum Allowable Dose Level (MADL) established for those chemicals by the California Office of Environmental Health Hazard Assessment, and that the content of a certain chemical is below a court-approved Consent Judgment.

All vendors are obligated to review and comply with the Tillys Private Label Compliance Manual Supplement, including the detailed instructions mentioned above. Each Vendor executes the Private Label Compliance Manual Supplement at the time they begin working with Tillys and agrees to it again each time the Vendor accepts a purchase order from Tillys. Violations of any procedures herein that are not expressly permitted in writing are subject to chargebacks or



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	13 of 14

cancellation/refusal of order. The person signing on behalf of the company listed below represents that he or she is authorized to bind the company. I certify that I have received and will comply with the Tillys Private Label Compliance Manual Supplement and the Compliance Manual.

By signing this document, I certify that I have read the Private Label Compliance Manual Supplement in its entirety, and have disseminated the information herein across all of my company's departments responsible for developing and producing Tillys private label product. I further represent and certify that Vendor owns all rights, title and interest in and to all intellectual property associated with the Goods it sells to Tillys, and that all Goods Vendor sells to Tillys comply with the Consumer Product Safety Improvement Act.

Vendor Name (Please Print)

Street Address (Please Print)

City

State

Zip

Signature

Name and Title (Please Print)

Date

Tillys Private Label Compliance Manual Supplement contains detailed instructions for developing and manufacturing Tillys private label product to the highest standards for fit, construction and compliance. It is important that all guidelines outlined in this supplement are followed in order to expedite the development process, achieve brand integrity, and partner with Tillys internal teams. The Private Label Compliance Manual Supplement is available at <https://www.tillys.com/private-vendor-info.html>. The Compliance Manual is available online at www.tillys.com/currentvendorinfo. We may update the Compliance Manual and this supplement at any time, as we feel is necessary. We will attempt to provide electronic notice of any material changes or updates, but may not always be able to do so. Therefore, vendors should periodically review the Compliance Manual and this supplement online to remain current with our policies.

We appreciate your cooperation and we look forward to working with you in the future.

If you should have any questions concerning consumer product safety and lab test reports,



Chapter 1	Section Name:	Section #:	Page:
General Information	Exclusivity Contract; Consumer Product Safety & Lab Reports; California Proposition 65; Consent Judgment/Settlements; and Certification and Acknowledgment of Prop 65	1.02	14 of 14

including Proposition 65, please e-mail us at productcompliance@tillys.com.

If you should have any questions concerning anything else in the Compliance Manual, please e-mail us at vendorsupport@tillys.com.



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Fit Sample Requirements	2.01	1 of 7

FIT SAMPLE SUBMISSION REQUIREMENTS

General

- Fit samples must be submitted to the attention of the appropriate Tillys technical designer at the following address. Do not send fit samples to the buyer's attention unless otherwise directed to do so. If you are unsure who to send it to please send to the attention of Alyse DeCavallas.

**Tillys Corporate Office
10 Whatney
Irvine, CA 92618**

- All samples must be submitted with the corresponding Tillys Sample Submission Form (see section 2.02). All sections must be completely and correctly filled out. Failure to do so may result in a delay in fit comment turn-around time.
- Style numbers may be issued by the buyer at the time the PO is written. If the buyer has not provided a style number, 1st fit samples must be submitted using vendor's internal style number. Style numbers must not change once the fit process has begun.
- 2nd fit through pre-production samples, as well as re-order bodies must be submitted with the most recent Tillys company specification sheet for the specific style, with vendor's measurements of new sample completely filled out. See Specification Sheets (section 2.07) for details.
- Tillys will allow up to three fits and one pre-production sample per style. If approval to pre-production or TOP stage is not achieved within these requirements, the style is subject to cancellation.
- Each vendor shall be liable for chargebacks, or subject to cancellation/refusal of order resulting from failure to comply with the requirements of this compliance manual or direction from buyer or technical designer.

Timeline

- It is the vendor's responsibility to submit all requested samples with adequate lead time for delivery. Adequate lead time for delivery includes allowance for up to three fits and a pre-production sample as per the purchase order. Any changes to a garment that might result in an extension of delivery must be in writing and approved at the time of the change by the buyer.
- When revised fit samples are requested, they must be received within 5 days for domestic production and 10 days for import production or Tillys has the right to cancel the order if delivery cannot be maintained.



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Fit Sample Requirements	2.01	2 of 7

- All orders require a TOP sample to be submitted for approval prior to shipping. The TOP sample must be sent to the appropriate Tillys buyer within five days prior to the start ship date on the purchase order. Bulk order cannot be shipped or received at the Tillys Distribution Center until TOP approval has been issued. Buyer may request multiple TOP samples.
- Fit comments will be expedited as quickly as possible. You can expect to receive fit comments within three business days and TOP comments within one business day following the fitting. For example, comments for samples fit on Monday will be sent by Thursday end of day. Samples are not guaranteed to be fit the day they are received. Do not follow up for fit comments prior to the passage of four business days after submitting your sample. Do not contact the technical designer to follow up for fit comments. Priorities within the turn-around time are determined by the buyer, who will work with the technical designer accordingly.
- Each category has a sample cutoff date and time when samples need to be received by to be included in the next fitting. If you are unsure of the cutoff for your category, please reach out to your technical designer.

Sample Expectations and Procedures

- Fit samples must be submitted in the following core sizes. In order to expedite the fit process, please submit 1st fit samples accordingly. It is a violation to send design room samples, showroom samples, or samples made to another company's specifications without permission from the buyer.

TILLYS		
CORE SIZE SPECIFICATIONS		
CORE MEASUREMENTS	JUNIORS- SIZE M / 5 / 27 CONTEMPORARY- SIZE S / 27	MENS- SIZE M / 32X32
HEIGHT	5' 7"	6'
CHEST	35"	40"
WAIST	27"	32"
SHOULDER WIDTH	15"	18"
SLEEVE LENGTH FROM CB NECK	29 1/2"	33"
HIGH HIP- 4" BELOW WAIST	32 1/2"	34 1/2"
LOW HIP- FULLEST POINT	37 1/2"	40"
BICEP	11"	13 1/2"
ELBOW	9"	11 1/2"
WRIST	6"	7"
THIGH	22"	23 1/2"
KNEE	13 1/4"	14 1/2"
INSEAM TO FLOOR	32"	32"
WAIST PLACEMENT FROM CB NECK	15 1/2"	18"
TOTAL RISE	27 1/2"	28"
CORE MEASUREMENTS	GIRLS- SIZE M / 10	BOYS- SIZE M / 12
HEIGHT	58" - 60"	57" - 60"
CHEST	28 1/2"	29 1/2"
WAIST	24"	25"
SHOULDER WIDTH	12 1/4"	12"
SLEEVE LENGTH FROM CB NECK	25 5/8"	25"
HIGH HIP- 4" BELOW WAIST	27 1/2"	28 1/2"
LOW HIP- FULLEST POINT	30"	30"
BICEP	9 1/4"	9 1/4"
ELBOW	8 1/2"	9"
WRIST	6 1/4"	6"
THIGH	17 1/4"	17 1/4"
KNEE	11 3/4"	11 3/4"
INSEAM TO FLOOR	28 1/2"	28 1/2"
WAIST PLACEMENT FROM CB NECK	12 3/8"	13 1/2"
TOTAL RISE	22 3/4"	23 1/2"

- Unless a tech pack or reference body has been previously provided, initial spec is based on your 1st fit sample measurements. It is the vendor's obligation to make sure the measurements on the spec sheet are indicative of the actual fit, and that pattern does not require adjusting to meet finished measurements that have not been revised by the Tillys technical designer. Any discrepancies in measuring technique must be addressed at 1st fit stage.
- You as the vendor are responsible for consulting with the appropriate Tillys technical designer should any revisions lead to distortion of pattern shapes.
- If at any stage you do not agree with the fit comments provided it is your responsibility to consult with the appropriate technical designer. In these circumstances you are encouraged to submit an additional option that represents your suggestions for achieving the desired outcome. There may also be instances where the technical designer requests

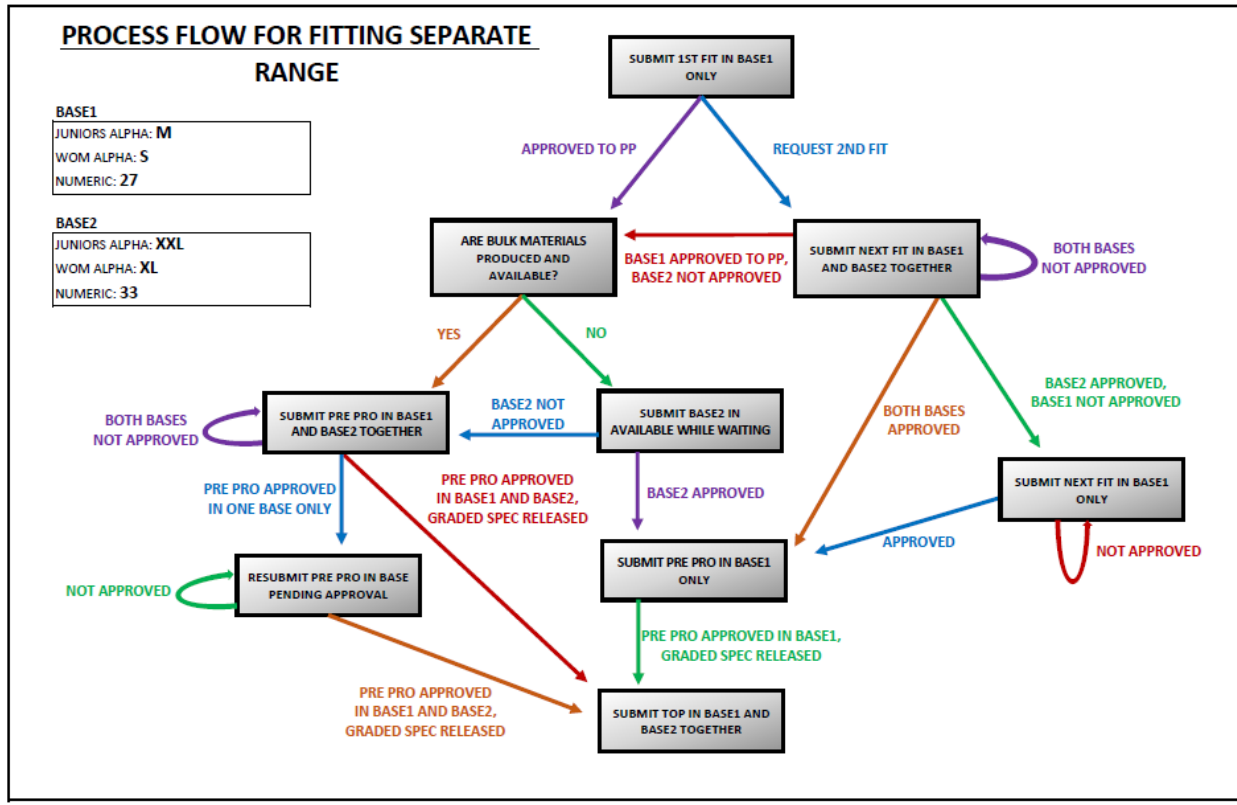
multiple options for review as deemed necessary to expedite the fit process. Compliance with these requests is mandatory. In all cases where multiple options are being submitted, both samples must be clearly marked and include an explanation of what each option represents.

- Samples must meet all construction requirements at every stage. See Construction Guidelines (section 2.03) for details.
- Sample trims and fabrication must be indicative of production at every stage. Substitutions must not affect the fit or performance of the garment in any way. For example, you may substitute zipper color, but not zipper length or quality. All substitutions and discrepancies must be clearly listed on the Tillys sample submission Form. Screenshots are not required on samples until PP stage unless specifically requested.
- Sample comments will be sent with one of the below statuses in the header:
 - **Approved:** Your sample is approved as-is, no need to make any adjustments.
 - **Approved w/ corrections:** Your sample is approved to proceed to the next stage, but with the following corrections described in the comments section.
 - **Not approved:** Another sample is required prior to proceeding, with the corrections described in the comments section.
 - **Rejected:** The Tillys team has declined to put your sample through the entire fit and commenting process due to either disregard of prior comments, incorrect fabrication, or other issue that prevents an accurate evaluation of the fit. This sample still counts towards the allotted three fit samples.
- Vendor shall not proceed to pre-production or TOP stage without an approval or approval with corrections unless specific direction is given by the buyer. Proceeding into production without completing the fit process is prohibited and are subject to chargeback, cancellation, sales guarantee, or refusal of Goods.
- You are not permitted to begin sampling the next stage until fit comments are sent by Tillys unless specific permission is granted in writing. Discussions or fittings that include the vendor prior to official comments being sent do not qualify as fit comments.
- Pre-production samples must be submitted with all details correct for production, including fabric, color/print, trims, labels, etc. No substitutions are permitted. A pre-production sample is required for each colorway on order. All colorways must be submitted together unless there is a significant difference in delivery that could lead to a delay.
- Reorder bodies in new colorways or prints may proceed straight to pre-production stage if the fabrication has not changed. Any changes to fabric or trim performance, as well as change in factory will constitute starting the process as a new style at 1st fit.

Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Fit Sample Requirements	2.01	5 of 7

- Pre-production samples must be submitted for all reorder styles every six months for fashion and at the anniversary of the season for RSQ denim and private label swim. Buyer may request a new pre-production sample prior to these deadlines as needed to re-evaluate styling.
- Graded specs are provided for every private label style unless specific direction is given otherwise. Graded specs are not released until pre-production approval. See Grade Rule Guidelines (section 2.05) for details.
- Spec tolerance is half of the grade rule for each specific POM unless otherwise specified on grade sheet. Tolerances will be included in the grade sheet released with pre-production approval.
- A TOP sample is required for every group of PO's produced together unless otherwise requested. For TOP samples and bulk orders, every measurement is expected to come in within tolerance and accurately represent all aspects of the pre-production sample not addressed in PP fit comments. TOP samples must be true top of production samples from the production line and cannot be made separately in a sample room. TOP rejections may result in additional TOP samples being requested for up to three stages and will result in a decision from the buyer on how to proceed.
- All fit, pre-production and TOP samples become the property of Tillys and will not be returned to vendor. Vendor is required to make a keep sample for their own reference at every stage.
- Tillys has the right to make changes to the style and specs until pre-production approval is issued.
- Some women's styles may require separate fittings for extended sizes. Below is a summary of procedures for our dual fit process:
 - You will receive confirmation from the buying team in the PO notes when we require a sample in XXL/33, which we are calling "BASE2"
 - We will only require a 1st fit sample in the standard base size M/27, which we are calling "BASE1".
 - Included in the file with the BASE1 1st fit comments will be a full graded spec with the most recent measurements input into the BASE1 size. Utilize this grade table to submit the second stage in both BASE1 and BASE2 once requested changes are made.
 - BASE2 will be fit and commented on separately in a different file. Once BASE2 is fit approved, there will be no need to submit additional samples in BASE2 until TOP stage (no PP in bulk materials required).
 - When both bases are approved to go to production, you will receive one file with both spec sheets and a single grade sheet that includes both ranges. You may be requested to provide additional grade rules for our records and to ensure that patterns are not distorted.
IMPORTANT: two separate patterns must be used for dual base styles, BASE1 for XXS-L/23-30 and BASE2 for XL-XXL/31-33.
 - TOP samples will be required in both BASE1 and BASE2.

- Refer to the below process flow chart to determine at what stage samples must be submitted and reach out to your technical designer with any questions.



Additional Information

- Vendors may hire Tillys fit models if deemed beneficial to the fit process for a specific order. Vendors may not solicit fit models to leave Tillys employment or solicit fit models to act in any other way that may be damaging to Tillys.
- Lab dips, fabric swatches, trims, etc., must be submitted separately to the appropriate Tillys buyer for approval. Swatches submitted for fabric or color approval must be a minimum size of 5” x 5”. Swatches submitted for print or plaid approval must be large enough to show the repeat of the pattern.
- Hanger tape must be used on all garments that do not otherwise maintain their structure while hanging or are at risk of growth on hanger. It must be clear for junior’s styles and satin for contemporary. Vendor is responsible for cutting at the correct length. Refer any questions regarding hanger tape to the appropriate Tillys buyer.
- Ad samples must be submitted separately to buyer. Fit and PP samples cannot be used as ad samples.



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Fit Sample Requirements	2.01	7 of 7

Note: High performing vendors that comply with all procedures and consistently develop and deliver quality, timely product may be considered for our Private Label Fast Track Program. Considerations for the program are at the buyer's and technical designer's discretion and are not guaranteed.



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Sample Submission Forms	2.02	1 of 2



Sample Submission Form

Please fill out this form and attach to all samples when submitting for approval to Tillys

Date Submitted: _____

Vendor Name: _____

Purchase Order (PO) #: _____

Delivery Date: _____ **Number of Units:** _____

Buyer Name: _____

Style Number: _____

Style Description: _____

Brand/Label: _____

Base Size: _____ **Size Range:** _____

Color(s) On Order: _____

Fiber Content: _____ **COO:** _____

Vendor Contact Info: _____

Purpose of Sample (circle one):				
Standard Base Size Fit Sample:	1ST FIT	2ND FIT	3RD FIT	PRE PRO
Women's BASE2 (XL, XXL, 33) Fit Sample:	FIT SAMPLE 1	FIT SAMPLE 2	FIT SAMPLE 3	FIT SAMPLE 4
Development (design, pre-PO) Sample:	DEV1	DEV2	DEV3	DEV4
Other:	AD/PHOTOSHOOT	WASH APPROVAL	SCREENPRINT	FABRIC

WRITE IN

Note: fit samples may not be used as photoshoot or fabric approval per section 2.01

Comments: _____



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Sample Submission Forms	2.02	2 of 2



T.O.P. Approval Request

Please fill out this form and attach to all T.O.P. Samples pending approval by Tillys.

Date _____

Vendor Name _____

Email Address _____

Purchase Order # _____

Number of Units _____

Delivery Date _____

Style # _____

Color Name(s) _____

Style Description _____

Approved

NOT Approved

Comments: _____

Buyer's Signature _____ **Date** _____



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Construction Guidelines	2.03	1 of 1

TILLYS MINIMUM CONSTRUCTION GUIDELINES

The following guidelines are minimum standards for sampling and producing quality garments and must be adhered to for all Tillys private label product. These standards do not override buyer or technical designer direction and are not inclusive of every potential issue that may be subject to sample rejection or chargeback. Sample construction, workmanship and execution must be indicative of production at every stage.

Thread and Stitching:

- Thread size, content, and construction must be selected in accordance with the performance properties of the approved fabrication.
- Thread must not inherently vary in stretch or shrink from the approved fabrication in a way that could potentially impede final garment performance or washability.
- SPI (stitches per inch) must be compatible with the approved fabrication and must be consistent throughout body unless a variance is specifically called for.
- Stitch tension must be loose enough for fabric to relax and tight enough to avoid snagging. Stitching must not crack or break when garment is pulled to maximum stretch. Stitch tension must not restrict the stretch of the garment.

Workmanship and Construction:

- Floating tunneled elastic is not permitted. All elastic must be caught in seaming or tacked to prevent rolling.
- Buttons, snaps, and other trims must be securely attached. Ensure all components are aligned when assembled. Buttonholes must be cut at the correct size for the button.
- Zippers must be constructed to slide freely without catching excess fabric. Large gaps between zipper base and fly bartack are not acceptable.
- All seams must be securely back-tacked or bartacked as necessary.
- Hems must lay flat with no roping or fullness.
- All raw edges must be concealed unless specifically called for.
- Excessive puckering and pull lines are unacceptable. Garment pieces must not be stretched or eased in to one another.
- Seams and topstitching must not be stretched or wavy. All seam shapes and stitching must be symmetrical from left to right.
- All shirring must be evenly distributed.
- Chalk or other markings must be concealed or removed.

Quality:

- Torqueing that impedes the ability to evaluate the fit is unacceptable.
- Broken stitching and skipped stitches are unacceptable.
- Obvious or excessive repair work is considered a quality defect and is not permitted.
- Garments must not have a discernable odor.
- Garments must be free of excessive wrinkling. Hard pressing that affects the aesthetics of the garment or ability to evaluate the fit is unacceptable.



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Children's Wear Guidelines	2.04	1 of 2

TILLYS CHILDREN'S APPAREL GUIDELINES

It is the Vendor's responsibility to ensure that children's garments comply with all federal, state and local laws, regulations, rules and requirements ("Laws"). Such Laws for garment construction include but are not limited to the guidelines below. Please note that this outline refers specifically to the construction of garments only and does not include all Laws that must also be adhered to by the Vendor, including Laws related to flammability and hazardous substances. Please consult with your technical designer for more details or with any questions regarding potential hazards not listed here.

Drawstrings, Ties, and Bows

- No drawstrings are ever permitted in the neck area of any children's garment, including outerwear and swim.
- Drawstrings are permitted at the waist of children's bottoms and children's upper outerwear contingent on the below:
 - Drawstring is securely tacked at center back to prevent it from fully pulling out.
 - Exposed tails do not exceed 3" when waistband is fully extended.
 - Knots, toggles, or other trims are not permitted at tail ends. Tails may be finished by turnback or heat sealed.
- Ties are permitted at the neckline of children's garments, contingent on the below:
 - One end is permanently attached to the garment.
 - Ties do not exceed 3" in length from attachment point.
 - Knots, toggles, or other trims are not permitted at tie ends. Ties may be finished by turnback or heat sealed.
- Ties are permitted at the waist area of children's garments, contingent on the below:
 - Ties must be permanently attached at center back or side seam(s).
 - Tail and loop length must not exceed 3" in length once tied.
 - Knots, toggles, or other trims are not permitted at tie ends. Ties may be finished by turnback or heat sealed.
- Bows are permitted at the neck and waist area of children's garments, contingent on the below:
 - Bows must be non-functional and securely tacked down at midpoint.
 - Loops and tails must not exceed 3" from tack.
 - Knots, toggles, or other trims are not permitted at tail ends. Tails may be finished by turnback or heat sealed.

<Continued on next page>



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Children's Wear Guidelines	2.04	2 of 2

Tracking Label

- The tracking label is a federal requirement for permanent markings that must be included on all children's garments. Required information is as follows:
 - Vendor or private labeler name
 - Location of manufacture. This must include state, province, or city in addition to country.
 - Date of manufacture. This must include production month and year.
 - Detailed information on the manufacturing process, such as a batch or run number, or other identifying characteristics
 - Any other information to facilitate ascertaining the specific source of the product
- Required information may be added to an existing care label or printed on a paper label and placed beneath a separate care label. Please refer any questions to the appropriate technical designer.



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Grade Rule Guidelines	2.05	1 of 6

GRADE RULE GUIDELINES

General

- Graded specs are required on all Tillys private label product. Proceeding without a graded spec unless an override is specifically granted in writing is prohibited and will be subject to chargeback, sales guarantee or order cancellation.
- Graded specs will be included for all core POMs in the spec sheet when pre-production approval is sent for fashion styles and for all POMs for full development styles such as the core RSQ denim program.
- Vendor shall internally grade all variable POMs accordingly to maintain pattern shapes and proportion. If you are unsure how to grade variable POMs, please consult with the appropriate technical designer.
- The ordering of any trims prior to pre pro approval that will affect final garment specs (such as zippers) must be approved by the technical designer.
- Notwithstanding direction that Tillys' may provide to the Vendor, Vendor is responsible for ensuring that garment functionality is not impeded due to grade rules, including but not limited to openings at neck, sleeves, and legs.
- If a size you have on-order is missing from the individual style grade sheet, please consult with the appropriate technical designer, do not grade on your own.
- Please note that all units are flat measurements.
- Tolerances can be found in each grade table and are half of the grade unless otherwise indicated.
- The following grade tables in this section are for reference to help establish an understanding of Tillys core sizing and anticipate fabric yield for costing and ordering purposes. They do not replace the need to wait for individual style graded specs, or override grading you receive for a specific style. All graded specs are subject to vary as deemed necessary by the technical designer. **Important: Below grade rules may not apply to styles going through extended size BASE1 And BASE2 fit process.**

<continued on next page>



Women's Core Grade Tables

TILLYS WOMEN'S SET-IN SLEEVE TOP GRADE TABLE							
JUNIORS SIZING	XS	S	M	L	XL	XXL	
CONTEMPORARY SIZING		XS	S	M	L	XL	XXL
HPS LENGTH	-1	-1/2		1/2	1 1/4	2	2 3/4
CENTER FRONT LENGTH	-1/2	-1/4		1/4	3/4	1 1/4	1 3/4
CENTER BACK LENGTH	-1	-1/2		1/2	1 1/4	2	2 3/4
SIDE SEAM LENGTH	-1/2	-1/4		1/4	5/8	1	1 3/8
NECK WIDTH	-1/2	-1/4		1/4	1/2	3/4	1
FRONT NECK DROP	-1/2	-1/4		1/4	1/2	3/4	1
BACK NECK DROP	0	0		0	0	0	0
SHOULDER WIDTH	-1	-1/2		1/2	1 1/4	2	2 3/4
ACROSS FRONT	-1	-1/2		1/2	1 1/4	2	2 3/4
ACROSS BACK	-1	-1/2		1/2	1 1/4	2	2 3/4
CHEST	-2	-1		1	2 1/2	4	5 1/2
WAIST	-2	-1		1	2 1/2	4	5 1/2
SWEEP	-2	-1		1	2 1/2	4	5 1/2
ARMHOLE DROP	-1/2	-1/4		1/4	5/8	1	1 3/8
ARMHOLE CURVE	-1	-1/2		1/2	1 1/4	2	2 3/4
SLEEVE LENGTH FROM SHOULDER SEAM	-1/2	-1/4		1/4	5/8	1	1 3/8
SLEEVE OPENING	-1/2	-1/4		1/4	5/8	1	1 3/8

TILLYS WOMEN'S SET-IN SLEEVE DRESS GRADE TABLE							
JUNIORS SIZING	XS	S	M	L	XL	XXL	
CONTEMPORARY SIZING		XS	S	M	L	XL	XXL
HPS LENGTH	-1 1/2	-3/4		3/4	1 7/8	3	4 1/8
CENTER FRONT LENGTH	-1	-1/2		1/2	1 3/8	2 1/4	3 1/8
CENTER BACK LENGTH	-1 1/2	-3/4		3/4	1 7/8	3	4 1/8
SIDE SEAM LENGTH	-1	-1/2		1/2	1 1/4	2	2 3/4
BODICE- HPS LENGTH	-1	-1/2		1/2	1 1/4	2	2 3/4
BODICE- CF LENGTH	-1/2	-1/4		1/4	3/4	1 1/4	1 3/4
BODICE- CB LENGTH	-1	-1/2		1/2	1 1/4	2	2 3/4
BODICE- SS LENGTH	-1/2	-1/4		1/4	5/8	1	1 3/8
NECK WIDTH	-1/2	-1/4		1/4	1/2	3/4	1
FRONT NECK DROP	-1/2	-1/4		1/4	1/2	3/4	1
BACK NECK DROP	0	0		0	0	0	0
SHOULDER WIDTH	-1	-1/2		1/2	1 1/4	2	2 3/4
ACROSS FRONT	-1	-1/2		1/2	1 1/4	2	2 3/4
ACROSS BACK	-1	-1/2		1/2	1 1/4	2	2 3/4
CHEST	-2	-1		1	2 1/2	4	5 1/2
WAIST	-2	-1		1	2 1/2	4	5 1/2
HIP	-2	-1		1	2 1/2	4	5 1/2
SWEEP	-2	-1		1	2 1/2	4	5 1/2
ARMHOLE DROP	-1/2	-1/4		1/4	5/8	1	1 3/8
ARMHOLE CURVE	-1	-1/2		1/2	1 1/4	2	2 3/4
SLEEVE LENGTH	-1/2	-1/4		1/4	5/8	1	1 3/8
SLEEVE OPENING	-1/2	-1/4		1/4	5/8	1	1 3/8

TILLYS WOMENS PANT GRADE TABLE - NUMERIC											
ALL SIZING- NUMERIC	23	24	25	26	27	28	29	30	31	32	33
WAIST	-2	-1 1/2	-1	-1/2		1/2	1	1 3/4	2 1/2	3 1/2	4 1/2
HIGH HIP	-2	-1 1/2	-1	-1/2		1/2	1	1 3/4	2 1/2	3 1/2	4 1/2
LOW HIP	-2	-1 1/2	-1	-1/2		1/2	1	1 3/4	2 1/2	3 1/2	4 1/2
FRONT RISE	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1	1 1/4	1 1/2
BACK RISE	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1 1/4	1 5/8	2
THIGH	-1 1/2	-1 1/8	-3/4	-3/8		3/8	3/4	1 1/4	1 3/4	2 3/8	3
KNEE	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1	1 1/4	1 1/2
LEG OPENING	-1	-3/4	-1/2	-1/4		1/4	1/2	5/8	3/4	7/8	1
INSEAM	0	0	0	0		0	0	0	0	0	0



TILLYS WOMENS PANT GRADE TABLE - ALPHA SIZING								
JUNIORS SIZING	XXS	XS	S	M	L	XL	XXL	
CONTEMPORARY SIZING		XXS	XS	S	M	L	XL	XXL
WAIST	-2	-1	-1/2		1	2 1/2	4	5 1/2
HIGH HIP	-2	-1	-1/2		1	2 1/2	4	5 1/2
LOW HIP	-2	-1	-1/2		1	2 1/2	4	5 1/2
FRONT RISE	-1	-1/2	-1/4		1/2	1	1 1/2	2
BACK RISE	-1	-1/2	-1/4		1/2	1	1 1/2	2
THIGH	-1 1/2	-3/4	-3/8		3/4	1 3/4	2 3/4	3 3/4
KNEE	-1	-1/2	-1/4		3/8	7/8	1 3/8	1 7/8
LEG OPENING	-1	-1/2	-1/4		1/4	1/2	3/4	1
INSEAM	0	0	0		0	0	0	0

TILLYS WOMENS SKIRT GRADE TABLE								
JUNIORS SIZING	XXS	XS	S	M	L	XL	XXL	
CONTEMPORARY SIZING		XXS	XS	S	M	L	XL	XXL
WAIST	-2	-1	-1/2		1	2 1/2	4	5 1/2
HIGH HIP	-2	-1	-1/2		1	2 1/2	4	5 1/2
LOW HIP	-2	-1	-1/2		1	2 1/2	4	5 1/2
CENTER FRONT LENGTH	-1	-1/2	-1/4		1/2	1	1 1/2	2
SIDE SEAM LENGTH	-1	-1/2	-1/4		1/2	1	1 1/2	2
CENTER BACK LENGTH	-1	-1/2	-1/4		1/2	1	1 1/2	2
SWEEP	-2	-1	-1/2		1	2 1/2	4	5 1/2

Men's Core Grade Tables

TILLYS MEN'S SET-IN SLEEVE TOP GRADE TABLE							
MEN'S SIZING	XS	S	M	L	XL	XXL	
HPS LENGTH	-1	-1/2		1/2	1	1 1/2	
CENTER FRONT LENGTH	-1/2	-1/4		1/4	1/2	3/4	
CENTER BACK LENGTH	-1	-1/2		1/2	1	1 1/2	
SIDE SEAM LENGTH	-1/2	-1/4		1/4	1/2	3/4	
NECK WIDTH	-1/2	-1/4		1/4	1/2	3/4	
FRONT NECK DROP	-1/2	-1/4		1/4	1/2	3/4	
BACK NECK DROP	0	0		0	0	0	
SHOULDER WIDTH	-1	-1/2		1/2	1	1 1/2	
ACROSS FRONT	-1	-1/2		1/2	1	1 1/2	
ACROSS BACK	-1	-1/2		1/2	1	1 1/2	
CHEST	-2	-1		1	2	3	
WAIST	-2	-1		1	2	3	
SWEEP	-2	-1		1	2	3	
ARMHOLE DROP	-1/2	-1/4		1/4	1/2	3/4	
ARMHOLE CURVE	-1	-1/2		1/2	1	1 1/2	
SLEEVE LENGTH FROM SHOULDER SEAM	-1/2	-1/4		1/4	1/2	3/4	
SLEEVE OPENING	-1/2	-1/4		1/4	1/2	3/4	

TILLYS MEN'S PANT GRADE TABLE										
NUMERIC	28	29	30	31	32	33	34	36	38	40
ALPHA	XS		S		M		L	XL	XXL	
WAIST	-2	-1 1/2	-1	-1/2		1/2	1	2	3	4
HIGH HIP	-2	-1 1/2	-1	-1/2		1/2	1	2	3	4
LOW HIP	-2	-1 1/2	-1	-1/2		1/2	1	2	3	4
FRONT RISE	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1	1 1/4
BACK RISE	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1	1 1/4
THIGH	-1	-3/4	-1/2	-1/4		1/4	1/2	1	1 1/2	2
KNEE	-1	-3/4	-1/2	-1/4		1/4	1/2	7/8	1 1/4	1 5/8
LEG OPENING	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1 1/8	1 1/2
INSEAM	0	0	0	0		0	0	0	0	0
OUTSEAM	-1	-3/4	-1/2	-1/4		1/4	1/2	3/4	1	1 1/4



Girl's Core Grade Tables

TILLYS					
GIRL'S SET-IN SLEEVE GRADE TABLE					
GIRL'S SIZING	XS	S	M	L	XL
HPS LENGTH	-1	- 1/2		1/2	1
CENTER FRONT LENGTH	- 1/2	- 1/4		1/4	1/2
CENTER BACK LENGTH	-1	- 1/2		1/2	1
SIDE SEAM LENGTH	- 1/2	- 1/4		1/4	1/2
NECK WIDTH	- 1/2	- 1/4		1/4	1/2
FRONT NECK DROP	- 1/2	- 1/4		1/4	1/2
BACK NECK DROP	0	0		0	0
SHOULDER WIDTH	-1	- 1/2		1/2	1
ACROSS FRONT	-1	- 1/2		1/2	1
ACROSS BACK	-1	- 1/2		1/2	1
CHEST	-2	-1		1	2
WAIST	-2	-1		1	2
SWEEP	-2	-1		1	2
ARMHOLE DROP	- 1/2	- 1/4		1/4	1/2
ARMHOLE CURVE	-1	- 1/2		1/2	1
SLEEVE LENGTH FROM SHOULDER SEAM	- 1/2	- 1/4		1/4	1/2
SLEEVE OPENING	- 1/2	- 1/4		1/4	1/2

TILLYS					
GIRL'S SET-IN SLEEVE DRESS GRADE TABLE					
GIRL'S SIZING	XS	S	M	L	XL
HPS LENGTH	-1 1/2	- 3/4		3/4	1 1/2
CENTER FRONT LENGTH	-1	- 1/2		1/2	1
CENTER BACK LENGTH	-1 1/2	- 3/4		3/4	1 1/2
SIDE SEAM LENGTH	-1	- 1/2		1/2	1
BODICE- HPS LENGTH	-1	- 1/2		1/2	1
BODICE- CF LENGTH	- 1/2	- 1/4		1/4	1/2
BODICE- CB LENGTH	-1	- 1/2		1/2	1
BODICE- SS LENGTH	- 1/2	- 1/4		1/4	1/2
NECK WIDTH	- 1/2	- 1/4		1/4	1/2
FRONT NECK DROP	- 1/2	- 1/4		1/4	1/2
BACK NECK DROP	0	0		0	0
SHOULDER WIDTH	-1	- 1/2		1/2	1
ACROSS FRONT	-1	- 1/2		1/2	1
ACROSS BACK	-1	- 1/2		1/2	1
CHEST	-2	-1		1	2
WAIST	-2	-1		1	2
HIP	-2	-1		1	2
SWEEP	-2	-1		1	2
ARMHOLE DROP	- 1/2	- 1/4		1/4	1/2
ARMHOLE CURVE	-1	- 1/2		1/2	1
SLEEVE LENGTH	- 1/2	- 1/4		1/4	1/2
SLEEVE OPENING	- 1/2	- 1/4		1/4	1/2

<continued on next page>



TILLYS GIRL'S PANT GRADE TABLE						
NUMERIC	7	8	10	12	14	16
ALPHA	XS	S	M	L	XL	
WAIST	-1	- 1/2		1/2	1	1 1/2
HIGH HIP	-1	- 1/2		1/2	1	1 1/2
LOW HIP	-1	- 1/2		1/2	1	1 1/2
FRONT RISE	- 1/2	- 1/4		1/4	1/2	3/4
BACK RISE	- 1/2	- 1/4		1/4	1/2	3/4
THIGH	- 3/4	- 3/8		3/8	3/4	1 1/8
KNEE	- 1/2	- 1/4		1/4	1/2	3/4
LEG OPENING	- 1/2	- 1/4		1/4	1/2	3/4
INSEAM	0	0		0	0	0
OUTSEAM	- 1/2	- 1/4		1/4	1/2	3/4

TILLYS GIRL'S SKIRT GRADE TABLE						
NUMERIC	7	8	10	12	14	16
ALPHA	XS	S	M	L	XL	
WAIST	-1	- 1/2		1/2	1	1 1/2
HIGH HIP	-1	- 1/2		1/2	1	1 1/2
LOW HIP	-1	- 1/2		1/2	1	1 1/2
CENTER FRONT LENGTH	- 1/2	- 1/4		1/4	1/2	3/4
SIDE SEAM LENGTH	- 1/2	- 1/4		1/4	1/2	3/4
CENTER BACK LENGTH	- 1/2	- 1/4		1/4	1/2	3/4
SWEEP	-1	- 1/2		1/2	1	1 1/2

Boy's Core Grade Tables

TILLYS BOY'S SET-IN SLEEVE TOP GRADE TABLE						
BOY'S SIZING	XS	S	M	L	XL	XXL
HPS LENGTH	-1	- 1/2		1/2	1	1 1/2
CENTER FRONT LENGTH	- 1/2	- 1/4		1/4	1/2	3/4
CENTER BACK LENGTH	-1	- 1/2		1/2	1	1 1/2
SIDE SEAM LENGTH	- 1/2	- 1/4		1/4	1/2	3/4
NECK WIDTH	- 1/2	- 1/4		1/4	1/2	3/4
FRONT NECK DROP	- 1/2	- 1/4		1/4	1/2	3/4
BACK NECK DROP	0	0		0	0	0
SHOULDER WIDTH	-1	- 1/2		1/2	1	1 1/2
ACROSS FRONT	-1	- 1/2		1/2	1	1 1/2
ACROSS BACK	-1	- 1/2		1/2	1	1 1/2
CHEST	-2	-1		1	2	3
WAIST	-2	-1		1	2	3
SWEEP	-2	-1		1	2	3
ARMHOLE DROP	- 1/2	- 1/4		1/4	1/2	3/4
ARMHOLE CURVE	-1	- 1/2		1/2	1	1 1/2
SLEEVE LENGTH FROM SHOULDER SEAM	- 1/2	- 1/4		1/4	1/2	3/4
SLEEVE OPENING	- 1/2	- 1/4		1/4	1/2	3/4

<continued on next page>



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Grade Rule Guidelines	2.05	6 of 6

TILLYS BOY'S PANT GRADE TABLE							
NUMERIC V1	24	25	26	27	28	29	30
NUMERIC V2	8	10	12	14	16	18	20
ALPHA	XS	S	M	L	XL	XXL	
WAIST	-1	- 1/2		1/2	1	1 1/2	2
HIGH HIP	-1	- 1/2		1/2	1	1 1/2	2
LOW HIP	-1	- 1/2		1/2	1	1 1/2	2
FRONT RISE	- 1/2	- 1/4		1/4	1/2	3/4	1
BACK RISE	- 1/2	- 1/4		1/4	1/2	3/4	1
THIGH	- 3/4	- 3/8		3/8	3/4	1 1/8	1 1/2
KNEE	- 1/2	- 1/4		1/4	1/2	3/4	1
LEG OPENING	- 1/2	- 1/4		1/4	1/2	3/4	1
INSEAM	-4	-2		1	2	3	3
OUTSEAM	-4 1/2	-2 1/4		1 1/4	2 1/2	3 3/4	4



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Measuring Guidelines	2.06	1 of 13

MEASURING GUIDELINES

All fit and pre-production samples will be evaluated for verification and/or development of specs following the guidelines in this section. Please utilize the illustrations and descriptions in the following pages when measuring your sample prior to sending, as well as communicating measurements to your factory. Please note that these techniques do not necessarily represent every style or variation, and do not override specific technical designer direction. Refer to the POM description column in the individual spec sheets for clear direction specific to each style and cross-reference this guide where applicable. All measurements are taken relaxed unless POM description indicates otherwise.

Please refer any questions and/or discrepancies to the appropriate technical designer at 1st fit stage. Please consult this guide before reaching out to the technical designer.

Contents

Please note that variable POMs have been included throughout the pages outlined below.

TOPS

<u>Set-in sleeve, raglan, drop shoulder</u>	<u>PAGE 2</u>
<u>Dolman, HPS tank</u>	<u>PAGE 3</u>
<u>HPB tank variations</u>	<u>PAGE 4</u>
<u>Cold shoulder, strapless, off-shoulder</u>	<u>PAGE 5</u>
<u>Woven button-up</u>	<u>PAGE 6</u>

DRESSES AND ROMPERS

<u>Dress and Romper variations</u>	<u>PAGE 7</u>
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SWEATERS

<u>Pullover, open front</u>	<u>PAGE 8</u>
<u>Wrap, poncho</u>	<u>PAGE 9</u>

OUTERWEAR

<u>Jacket, hoodie</u>	<u>PAGE 10</u>
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BOTTOMS

<u>Denim Pant</u>	<u>PAGE 11</u>
<u>Skirt, short</u>	<u>PAGE 12</u>

OTHER

<u>Swim, bralette, bodysuit</u>	<u>PAGE 13</u>
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TILLYS	MEASUREMENT GUIDE	TOPS- SET-IN, RAGLAN, DROP SHOULDER
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A HPS LENGTH
B CENTER FRONT LENGTH
C CENTER BACK LENGTH
D SIDE SEAM LENGTH
E NECK WIDTH
F FRONT NECK DROP
G BACK NECK DROP
H SHOULDER WIDTH
I ACROSS FRONT
J ACROSS BACK
K CHEST
L WAIST
M SWEEP
N ARMHOLE DROP
O ARMHOLE CURVE
P SLEEVE LENGTH
Q SLEEVE OPENING
R ACROSS FRONT-RAGLAN PT TO PT
S ACROSS BACK-RAGLAN PT TO PT
T FRONT RAGLAN LENGTH

U BACK RAGLAN LENGTH
V MUSCLE
W ELBOW
X POCKET WIDTH
Y POCKET LENGTH AT CENTER
Z POCKET LENGTH AT SIDE
AA ARMHOLE STRAIGHT
AB SHOULDER SLOPE
AC SLEEVE CAP

NOTE: FOR STYLES WITH BINDING AT NECKLINE, MEASUREMENTS ARE TAKEN TO BINDING EDGE EXCEPT WHERE A SEAM HAS A DEFINITIVE END POINT. EXAMPLE: RAGLAN POINT TO POINT, RAGLAN LENGTH

← = PLACEMENT

← - - - = OPTION

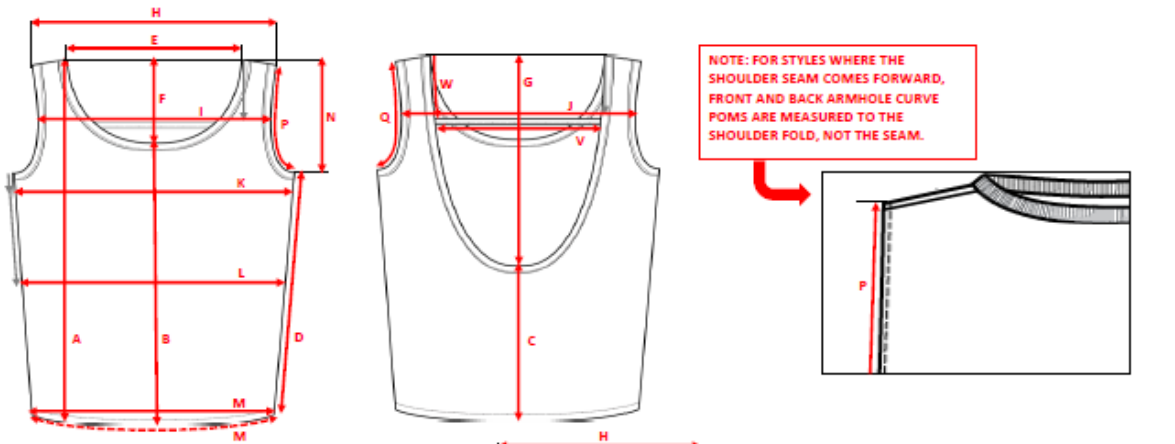
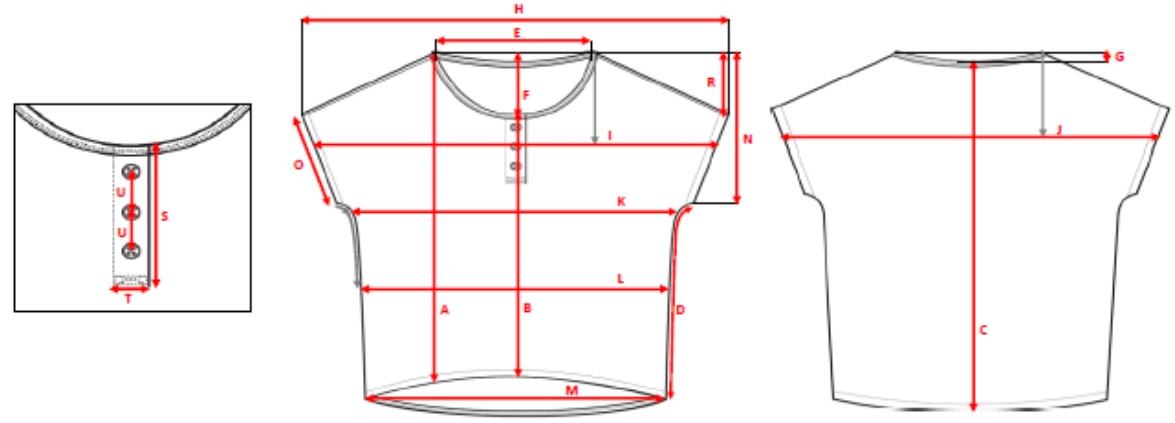
SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

TILLYS	MEASUREMENT GUIDE	TOPS-DOLMAN, HPS TANK
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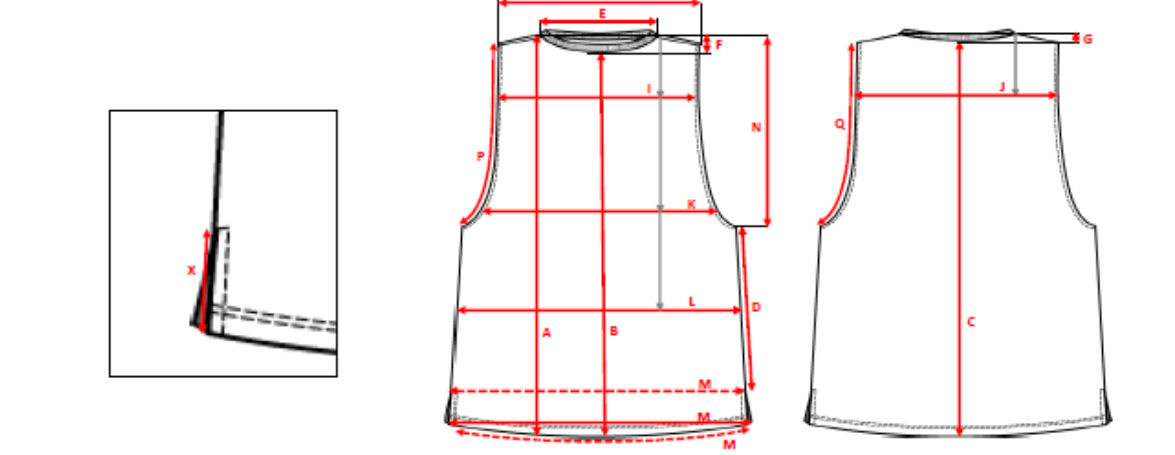
- A HPS LENGTH
- B CENTER FRONT LENGTH
- C CENTER BACK LENGTH
- D SIDE SEAM LENGTH
- E NECK WIDTH
- F FRONT NECK DROP
- G BACK NECK DROP
- H SHOULDER WIDTH

- I ACROSS FRONT
- J ACROSS BACK
- K CHEST
- L WAIST
- M SWEEP
- N ARMHOLE DROP
- O SLEEVE OPENING
- P FRONT ARMHOLE CURVE

- Q BACK ARMHOLE CURVE
- R SHOULDER SLOPE
- S PLACKET HEIGHT
- T PLACKET WIDTH
- U BUTTON SPACING
- V ACROSS BACK STRAP
- W BACK STRAP PLACEMENT
- X SIDE SLIT HEIGHT



NOTE: FOR STYLES WHERE THE SHOULDER SEAM COMES FORWARD, FRONT AND BACK ARMHOLE CURVE POMS ARE MEASURED TO THE SHOULDER FOLD, NOT THE SEAM.



→ = PLACEMENT ←---→ = OPTION SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

TILLYS		MEASUREMENT GUIDE	TOPS-HPB TANK VARIATIONS
<p>A HPB LENGTH B CENTER FRONT LENGTH C CENTER BACK LENGTH D SIDE SEAM LENGTH E FRONT NECK DROP F BACK NECK DROP G FRONT NECK WIDTH H BACK NECK WIDTH I ACROSS FRONT J ACROSS BACK K CHEST L WAIST M SWEEP N ARMHOLE DROP O FRONT ARMHOLE CURVE P BACK ARMHOLE CURVE Q SHOULDER STRAP LENGTH R ACROSS BACK EDGE S VERTICAL BACK STRAP LENGTH T SWEEP ALONG JOIN SEAM U FRONT SLIT LENGTH V BACK SLIT LENGTH W BOTTOM BAND HEIGHT X BACK STRAP PLACEMENT</p>	<p>NOTE: FOR STYLES WITH STRAPS AS CONTINUATION OF NECKLINE BINDING, ARMHOLE IS MEASURED TO BINDING BOTTOM EDGE. NECK WIDTH/ACROSS FRONT POMS ARE MEASURED TO TRUE HPB.</p> <p>NOTE: FOR STYLES WITH STRAPS AS CONTINUATION OF ARMHOLE BINDING, ARMHOLE IS MEASURED TO TRUE HPB. NECK WIDTH/ACROSS FRONT POMS ARE MEASURED TO INSIDE BINDING EDGE.</p> <p>NOTE: FOR STYLES WITH A SEPARATE NECK BAND, POMS ARE MEASURED TO NECKLINE SEAM.</p> <p>NOTE: FOR STYLES WITH STRAP TUNNELED AT NECKLINE WITH NO TACK HOLDING IT IN PLACE, EXTEND BODICE WHEN MEASURING. ADJUST SIDES OF STRAP UNTIL EVEN AND MEASURE SINGLE SIDE OF EXPOSED STRAP. MEASURE ARMHOLE FROM TUNNEL STITCHING.</p> <p>NOTE: FOR STYLES WITH STRAP TUNNELED AT NECKLINE WITH A TACK HOLDING IT IN PLACE, MEASURE ARMHOLE TO TACK/TUNNEL STITCHING.</p>		
<p>← = PLACEMENT ← - - - - - → = OPTION SEE INDIVIDUAL SPEC SHEETS FOR DETAILS</p>			

MEASUREMENT GUIDE

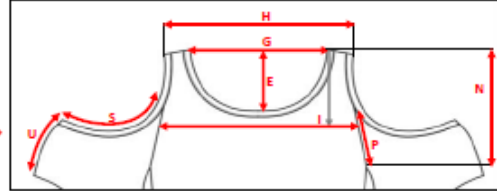
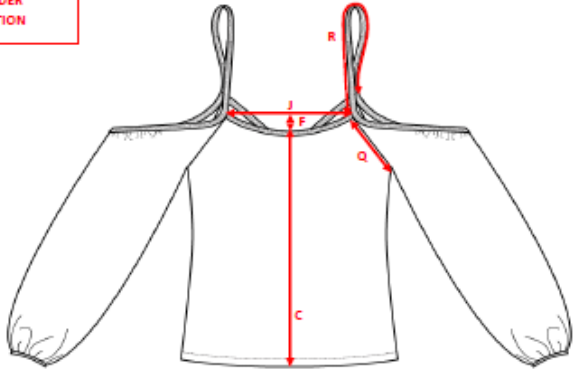
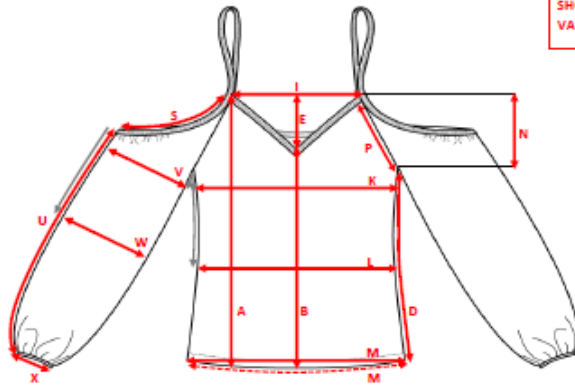
TOPS- COLD SHOULDER, STRAPLESS, OFF SHOULDER

- A HPB LENGTH
- B CENTER FRONT LENGTH
- C CENTER BACK LENGTH
- D SIDE SEAM LENGTH
- E FRONT NECK DROP
- F BACK NECK DROP
- G NECK WIDTH
- H SHOULDER WIDTH
- I ACROSS FRONT
- J ACROSS BACK
- K CHEST
- L WAIST
- M SWEEP

- N ARMHOLE DROP
- O SWEEP ALONG JOIN SEAM
- P FRONT RAGLAN LENGTH
- Q BACK RAGLAN LENGTH
- R SHOULDER STRAP LENGTH
- S TOP SLEEVE WIDTH / OPENING
- T TOP OPENING WIDTH
- U SLEEVE LENGTH
- V MUSCLE
- W ELBOW
- X SLEEVE OPENING
- Y CF SLIT HEIGHT
- Z CF SLIT WIDTH

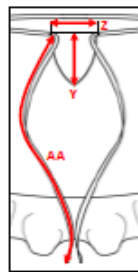
- AA EXPOSED TIE LENGTH SINGLE SIDE
- AB PEPLUM HEIGHT

- AC TOP BAND HEIGHT

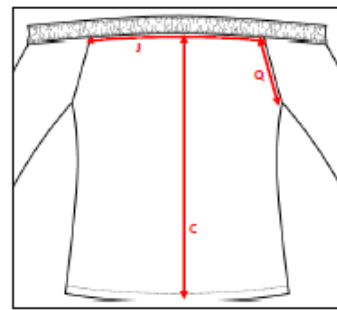
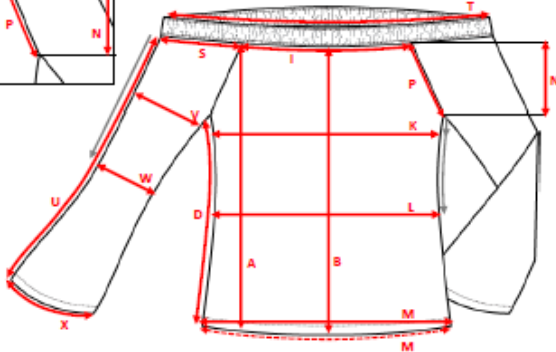
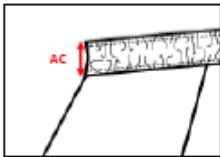
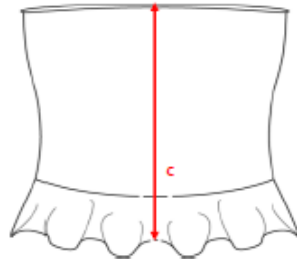
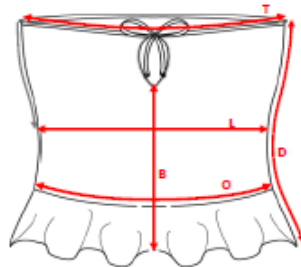
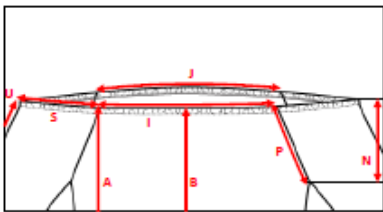
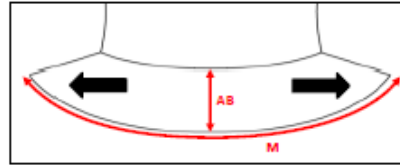


HPS COLD SHOULDER VARIATION

NOTE: WHEN TOP OPENING IS FINISHED WITH A TURNBACK OR BINDING, MEASURE TO TOP EDGE (EXCEPT WHERE A SEAM HAS A DEFINITIVE END POINT)



NOTE: EXTEND PEPLUM TO MEASURE BOTTOM EDGE AND HEIGHT



— = PLACEMENT

- - - = OPTION

SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

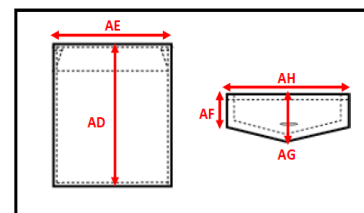
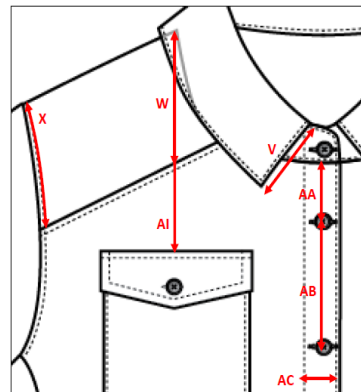
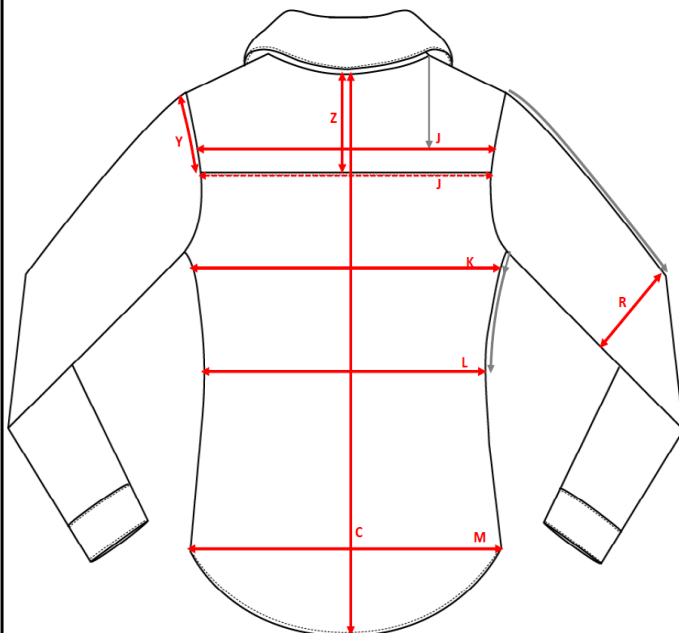
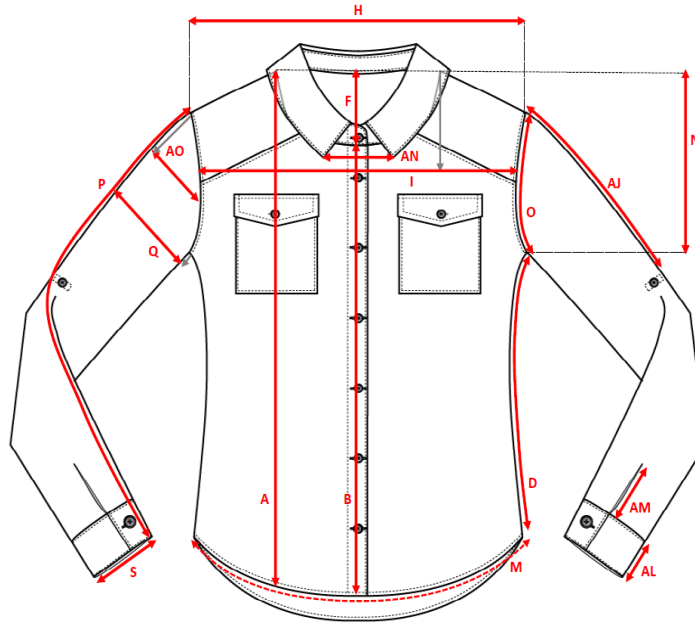
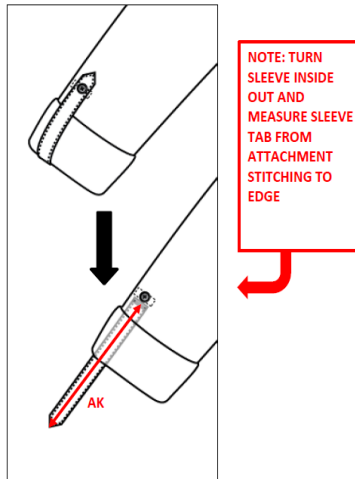
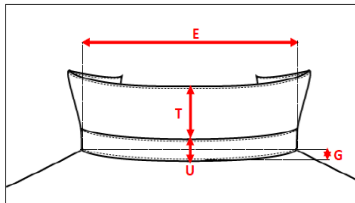
MEASUREMENT GUIDE

TOPS- WOVEN BUTTON-UP

- A HPS LENGTH
- B CENTER FRONT LENGTH
- C CENTER BACK LENGTH
- D SIDE SEAM LENGTH
- E NECK WIDTH
- F FRONT NECK DROP
- G BACK NECK DROP
- H SHOULDER WIDTH
- I ACROSS FRONT
- J ACROSS BACK
- K CHEST
- L WAIST
- M SWEEP
- N ARMHOLE DROP
- O ARMHOLE CURVE
- P SLEEVE LENGTH

- Q MUSCLE
- R ELBOW
- S SLEEVE OPENING
- T COLLAR HEIGHT AT CB
- U COLLAR STAND HEIGHT
- V COLLAR POINT
- W YOKE HEIGHT AT HPS
- X YOKE HEIGHT ALONG FRONT ARMHOLE
- Y YOKE HEIGHT ALONG BACK ARMHOLE
- Z YOKE HEIGHT AT CB
- AA SPACING TO 1ST BUTTON
- AB BUTTON SPACING
- AC PLACKET WIDTH

- AD POCKET HEIGHT
- AE POCKET WIDTH
- AF POCKET FLAP HEIGHT AT SIDE
- AG POCKET FLAP HEIGHT AT CENTER
- AH POCKET FLAP WIDTH
- AI POCKET PLACEMENT FROM HPS
- AJ SLEEVE BUTTON PLACEMENT FROM SHOULDER
- AK SLEEVE TAB LENGTH
- AL SLEEVE CUFF HEIGHT
- AM SLEEVE SLIT HEIGHT
- AN COLLAR SPREAD
- AO SLEEVE CAP



→ = PLACEMENT

→ (dashed) = OPTION

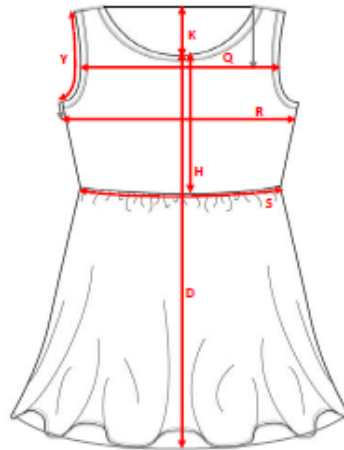
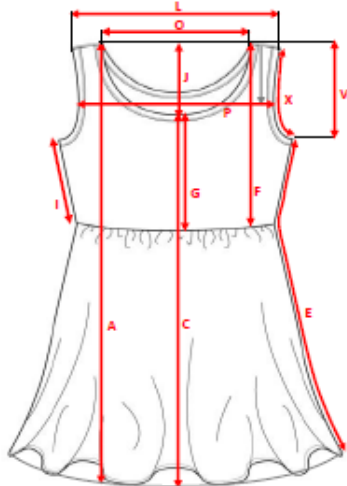
SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

- A HPS LENGTH
- B HPB LENGTH
- C CENTER FRONT LENGTH
- D CENTER BACK LENGTH
- E SIDE SEAM LENGTH
- F BODICE- HPS LENGTH
- G BODICE- CF LENGTH
- H BODICE- CB LENGTH
- I BODICE- SS LENGTH

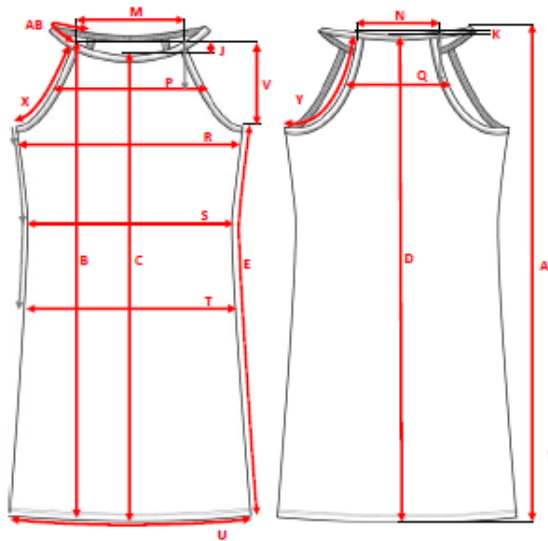
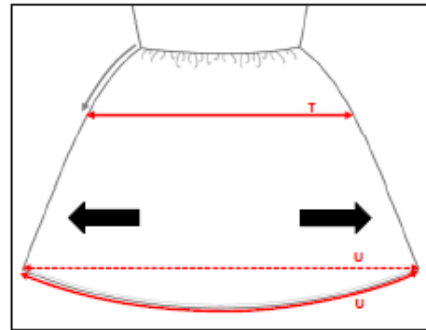
- J FRONT NECK DROP
- K BACK NECK DROP
- L SHOULDER WIDTH
- M FRONT NECK WIDTH
- N BACK NECK WIDTH
- O NECK WIDTH
- P ACROSS FRONT
- Q ACROSS BACK
- R CHEST

- S WAIST
- T HIP
- U SWEEP
- V ARMHOLE DROP
- W ARMHOLE CURVE
- X FRONT ARMHOLE CURVE
- Y BACK ARMHOLE CURVE
- Z SLEEVE LENGTH
- AA SLEEVE OPENING

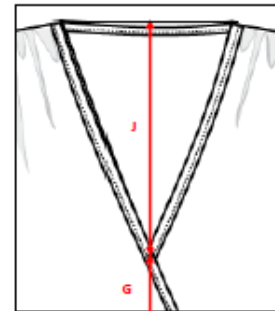
- AB STRAP LENGTH
- AC HIGH HIP
- AD LOW HIP
- AE FRONT RISE
- AF BACK RISE
- AG INSEAM
- AH OUTSEAM
- AJ LEG OPENING
- AJ SURPLUS WIDTH
- AK SLEEVE CAP



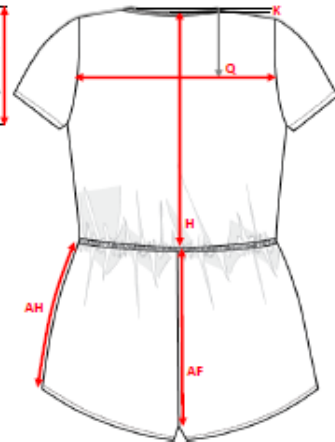
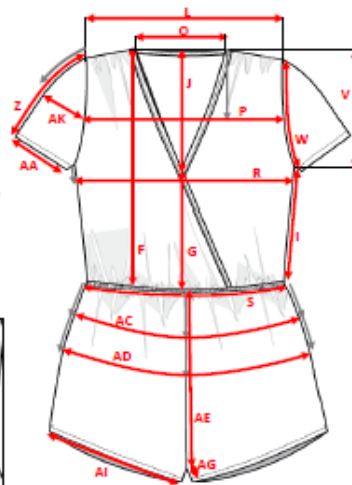
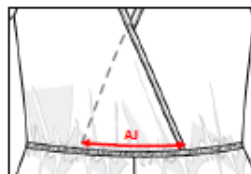
NOTE: FOR STYLES WITH SHIRRING AT WAIST, LAY SKIRT AS FLAT AS POSSIBLE WITHOUT DISTORTING SHAPE OR SHIRRING DIRECTION.



NOTE: FOR FRONT CROSSOVER STYLES WITH SNAP OR BUTTON CLOSURE, MEASURE FRONT NECK DROP AND CENTER FRONT LENGTH TO CENTER OF TRIM.




NOTE: FOR HPB DRESSES, A TOTAL HPS MEASUREMENT IS STILL TAKEN FOR BUYER'S REFERENCE. ENTIRE GARMENT IS LAID AS FLAT AS POSSIBLE WHEN MEASUREMENT IS TAKEN.



→ = PLACEMENT

--- = OPTION

SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

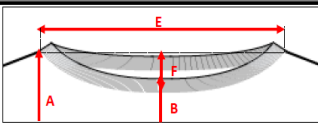


MEASUREMENT GUIDE

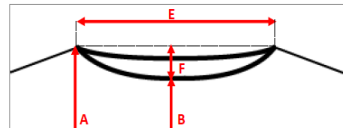
SWEATERS - PULLOVER, OPEN FRONT

A HPS LENGTH
B CENTER FRONT LENGTH
C CENTER BACK LENGTH
D SIDE SEAM LENGTH
E NECK WIDTH
F FRONT NECK DROP
G BACK NECK DROP
H SHOULDER WIDTH
I ACROSS FRONT
J ACROSS BACK
K CHEST
L WAIST
M SWEEP
N ARMHOLE DROP
O ARMHOLE CURVE
P ARMHOLE STRAIGHT

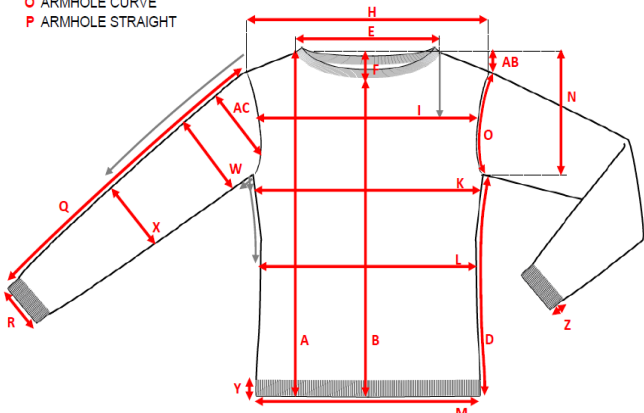
Q SLEEVE LENGTH
R SLEEVE OPENING
S ACROSS FRONT- SINGLE SIDE
T CHEST- SINGLE SIDE
U WAIST- SINGLE SIDE
V SWEEP- SINGLE SIDE
W MUSCLE
X ELBOW
Y BOTTOM RIB HEIGHT
Z SLEEVE RIB HEIGHT
AA WIDTH ALONG TOP EDGE
AB SHOULDER SLOPE
AC SLEEVE CAP

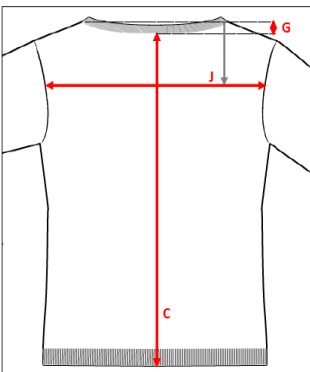


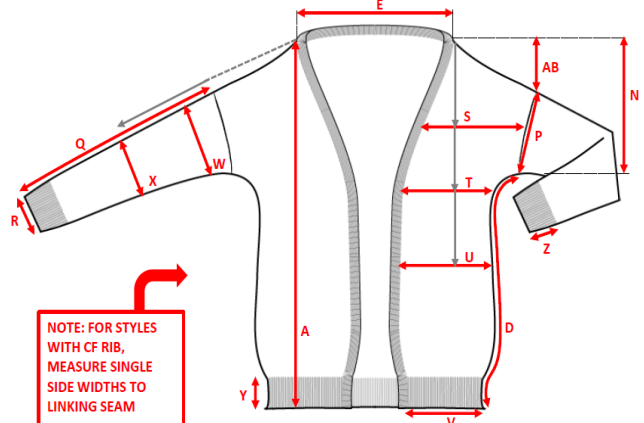
NOTE: FOR STYLES WITH NO NECK RIB, MEASURE TO EDGE



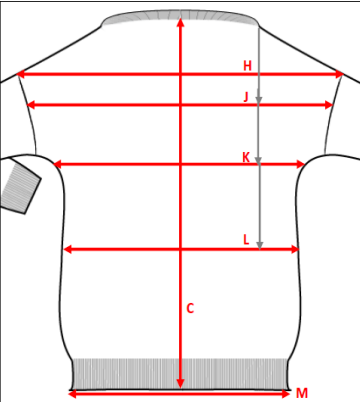
NOTE: FOR STYLES WITH NECK RIB, MEASURE TO LINKING SEAMS

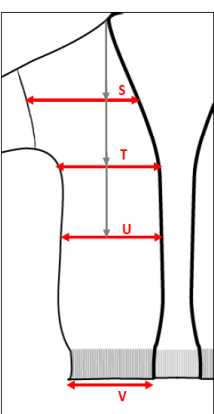




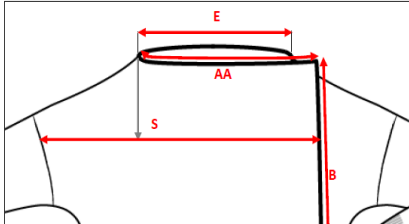


NOTE: FOR STYLES WITH CF RIB, MEASURE SINGLE SIDE WIDTHS TO LINKING SEAM



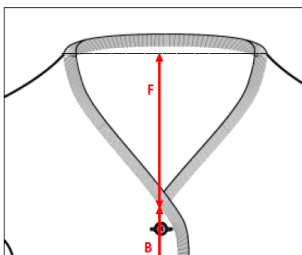


NOTE: FOR STYLES WITH NO CF RIB, MEASURE SINGLE SIDE WIDTHS TO EDGE



NOTE: FOLLOW DIAGRAM FOR STYLES WITH A STRAIGHT, HORIZONTAL FRONT NECKLINE

NOTE: FOR BUTTON-FRONT STYLES WITH NO BUILT-IN FRONT NECK DROP, MEASURE FRONT NECK DROP AND CENTER FRONT LENGTH TO CENTER FRONT INTERSECT AT SEAM OR EDGE AS INDICATED ON SPEC SHEET



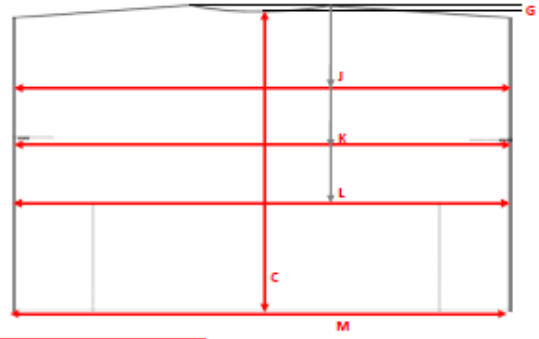
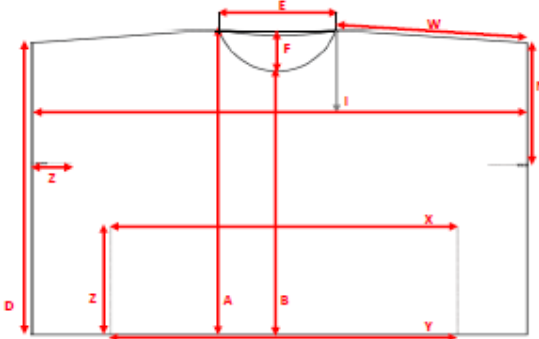
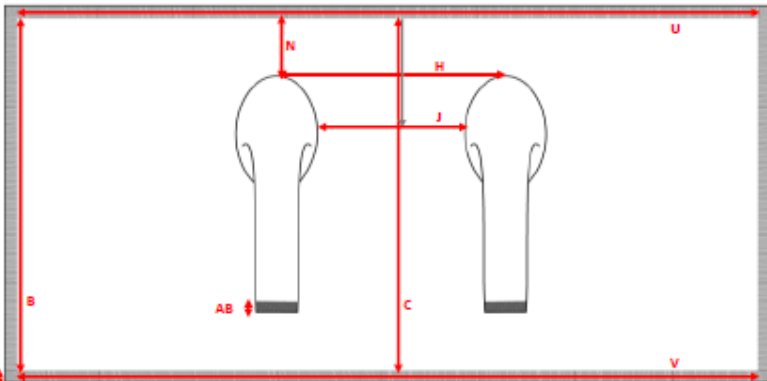
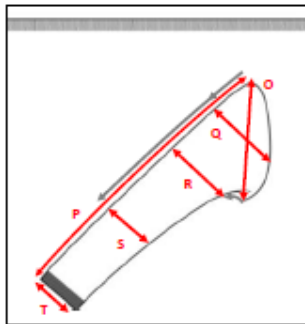
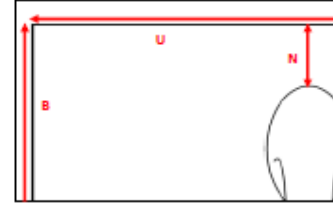
→ = PLACEMENT - - - - - = OPTION

SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

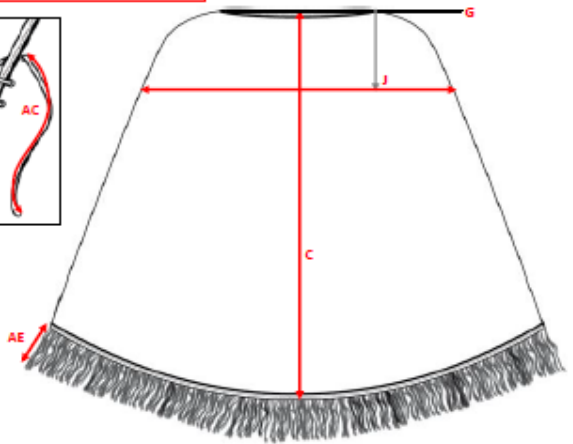
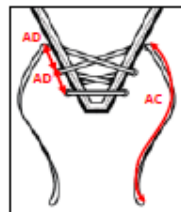
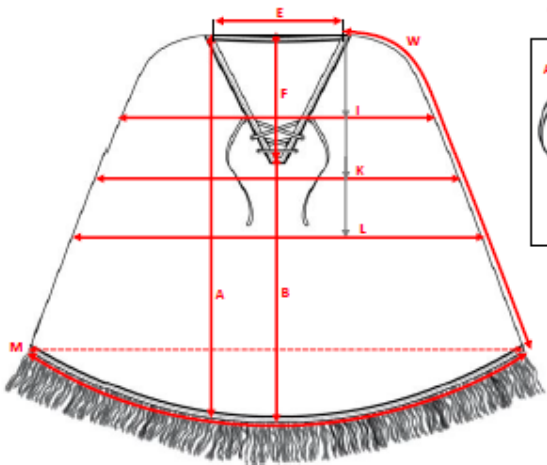
- A HPS LENGTH
- B CENTER FRONT LENGTH
- C CENTER BACK LENGTH
- D TOTAL SIDE LENGTH
- E NECK WIDTH
- F FRONT NECK DROP
- G BACK NECK DROP
- H SHOULDER WIDTH
- I ACROSS FRONT
- J ACROSS BACK
- K CHEST
- L WAIST
- M SWEEP
- N ARMHOLE PLACEMENT
- O ARMHOLE STRAIGHT
- P SLEEVE LENGTH
- Q SLEEVE CAP
- R MUSCLE
- S ELBOW
- T SLEEVE OPENING
- U WIDTH ALONG TOP EDGE
- V WIDTH ALONG BOTTOM EDGE
- W SINGLE SHOULDER WIDTH
- X INNER WAIST
- Y INNER SWEEP
- Z STITCH LENGTH
- AA BOTTOM TRIM HEIGHT
- AB SLEEVE TRIM HEIGHT
- AC EXPOSED TIE LENGTH- SINGLE SIDE
- AD GROMMET SPACING
- AE FRINGE LENGTH

NOTE: FOR STYLES WITH NO TRIM, MEASURE POMS TO EDGE


NOTE: FOR STYLES WITH TRIM, MEASURE POMS TO SEAM



NOTE: GROMMET SPACING IS MEASURED CENTER TO CENTER



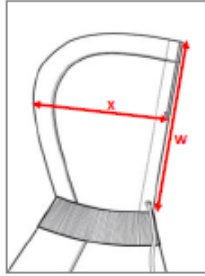
← = PLACEMENT ← - - - - - = OPTION SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

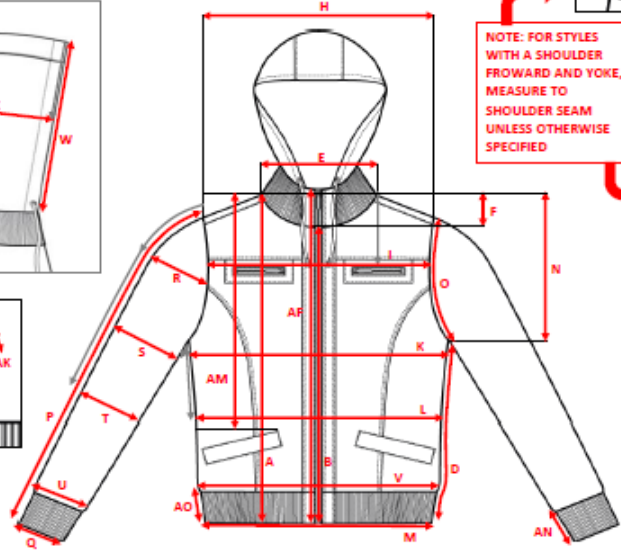


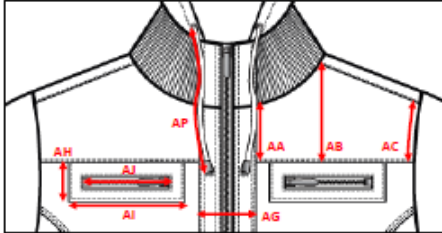
MEASUREMENT GUIDE

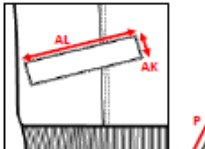
OUTERWEAR

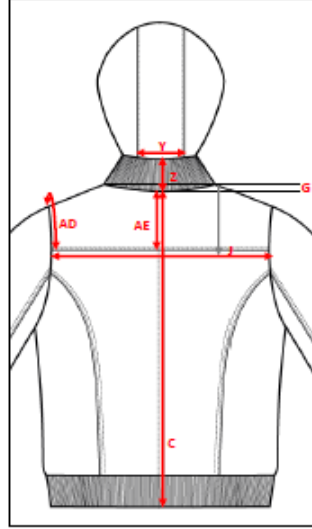
<p>A HPS LENGTH B CENTER FRONT LENGTH C CENTER BACK LENGTH D SIDE SEAM LENGTH E NECK WIDTH F FRONT NECK DROP G BACK NECK DROP H SHOULDER WIDTH I ACROSS FRONT J ACROSS BACK K CHEST L WAIST M SWEEP N ARMHOLE DROP O ARMHOLE CURVE P SLEEVE LENGTH Q SLEEVE OPENING</p>	<p>R SLEEVE CAP S MUSCLE T ELBOW U SLEEVE JOIN SEAM V SWEEP JOIN SEAM W HOOD HEIGHT X HOOD WIDTH Y HOOD CENTER PANEL WIDTH Z COLLAR HEIGHT AT CB AA YOKE HEIGHT AT HPS AB YOKE HEIGHT AT CF AC YOKE HEIGHT ALONG FRONT ARMHOLE AD YOKE HEIGHT ALONG BACK ARMHOLE AE YOKE HEIGHT AT CB AF ZIPPER LENGTH AG ZIPPER PIECING TOTAL WIDTH AH CHEST POCKET HEIGHT</p>	<p>AJ CHEST POCKET WIDTH AJ CHEST POCKET ZIPPER LENGTH AK WELT HEIGHT AL WELT POCKET OPENING AM WELT POCKET PLACEMENT FROM HPS AN SLEEVE TRIM HEIGHT AO BOTTOM TRIM HEIGHT</p>	<p>AP EXPOSED TIE LENGTH- SINGLE SIDE AQ KANGAROO POCKET HEIGHT AT CENTER AR KANGAROO POCKET HEIGHT AT SIDE AS KANGAROO POCKET WIDTH AT TOP- SINGLE AT KANGAROO POCKET WIDTH AT BTM- SINGLE</p>
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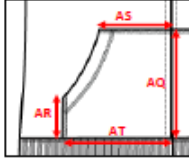


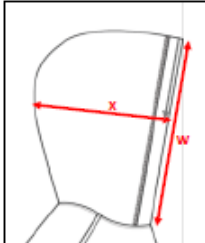


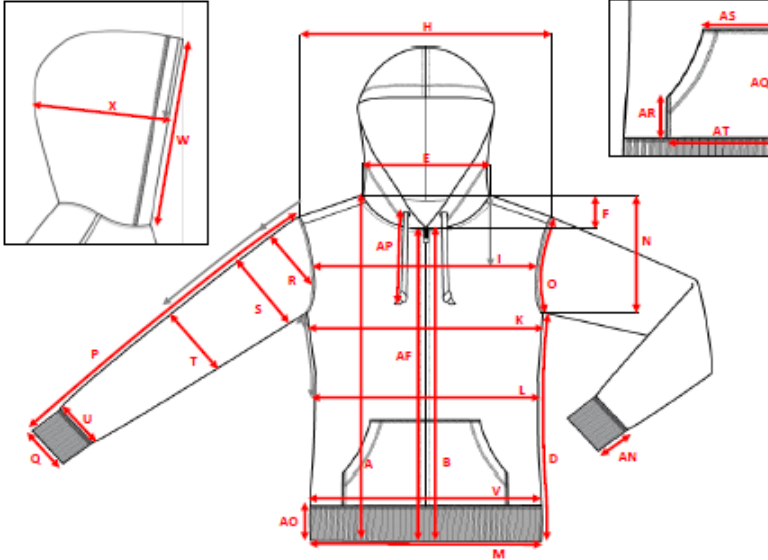


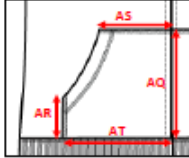


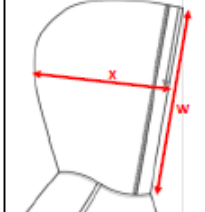





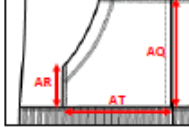












← = PLACEMENT - - - - - = OPTION

SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

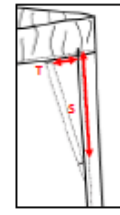
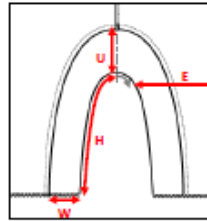
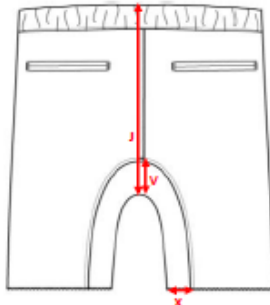
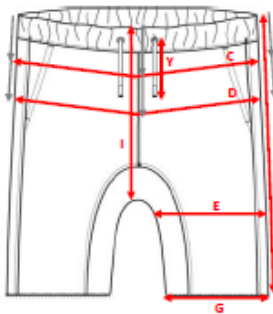
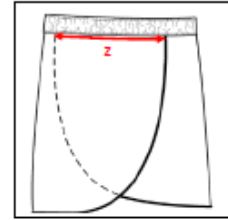
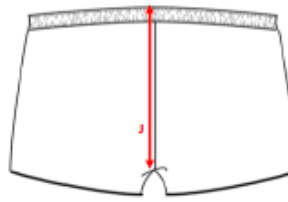
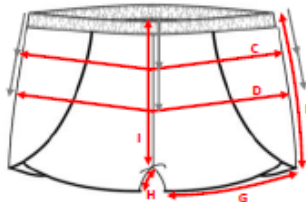
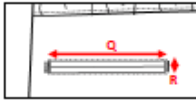
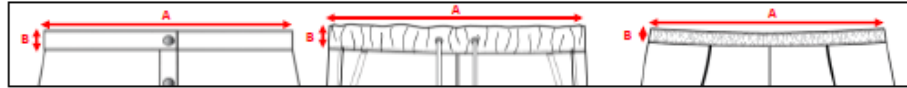
TILLYS	MEASUREMENT GUIDE	BOTTOMS-DENIM PANT
<p>A WAIST B WAISTBAND HEIGHT C HIGH HIP D LOW HIP E THIGH F KNEE G LEG OPENING H INSEAM I FRONT RISE J BACK RISE K ZIPPER LENGTH L FRONT POCKET LENGTH AT SIDE SEAM M FRONT POCKET WIDTH AT WAIST SEAM N BACK YOKE LENGTH AT RISE O BACK YOKE LENGTH AT OUTSEAM P BACK POCKET WIDTH Q BACK POCKET LENGTH AT CENTER</p>	<p>R BACK POCKET LENGTH AT SIDE S BACK POCKET PLACEMENT FROM RISE T COIN POCKET WIDTH U SIDE SEAM STITCH LENGTH V BELT LOOP WIDTH</p>	<p>W BELT LOOP LENGTH X BACK POCKET PLACEMENT FROM WAIST SEAM- OUTER Y BACK POCKET PLACEMENT FROM WAIST SEAM- INNER Z CALF WIDTH</p>
<p>NOTE: ALIGN FRONT AND BACK WAISTBAND AT OPENING WHEN MEASURING WAIST</p>		
<p>NOTE: IF BACK RISE IS FELLED, MEASURE INSEAM FROM CENTER OF CROTCH INTERSECT</p>	<p>NOTE: IF BACK RISE IS NOT FELLED, MEASURE INSEAM FROM ACTUAL SEAM</p>	<p>NOTE: IF BACK RISE IS FELLED, MEASURE POCKET PLACEMENT FROM CENTER OF STITCHING</p>
<p>NOTE: IF BACK RISE IS NOT FELLED, MEASURE POCKET PLACEMENT FROM ACTUAL SEAM</p>	<p>FELLED VS. MOCK FELLED BACK RISE - INSIDE CONSTRUCTION</p> <p>NOTE: MOCK FELLED IS NOT THE ONLY ALTERNATE STITCH CONSTRUCTION. FOLLOW MOCK FELLED INSTRUCTIONS FOR ALL BACK RISES THAT ARE NOT FELLED</p> <p>NOTE: IF INSEAM IS NOT FELLED, STILL FOLLOW BACK RISE CONSTRUCTION FOR DETERMINING HOW TO MEASURE POMS H AND S</p>	
<p>← = PLACEMENT ← - - - = OPTION SEE INDIVIDUAL SPEC SHEETS FOR DETAILS</p>		

- A WAIST
- B WAISTBAND HEIGHT
- C HIGH HIP
- D LOW HIP
- E THIGH
- F OUTSEAM
- G LEG OPENING
- H INSEAM
- I FRONT RISE
- J BACK RISE
- K CENTER FRONT LENGTH
- L CENTER BACK LENGTH
- M SIDE SEAM LENGTH
- N SWEEP
- O FRONT PLACKET WIDTH
- P BUTTON SPACING
- Q WELT POCKET OPENING
- R WELT HEIGHT

- S FRONT POCKET LENGTH AT SIDE SEAM
- T FRONT POCKET WIDTH AT WAIST SEAM
- U FRONT GUSSET WIDTH AT CENTER
- V BACK GUSSET WIDTH AT CENTER
- W FRONT GUSSET WIDTH AT LEG OPENING

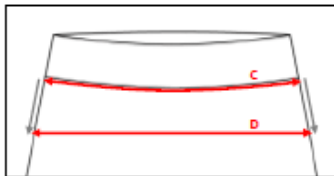
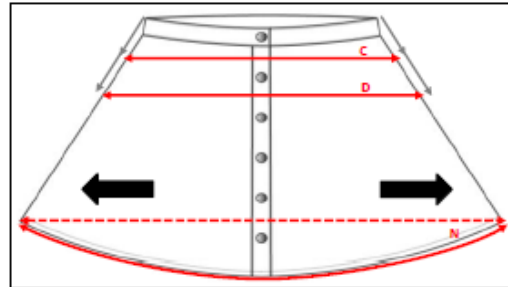
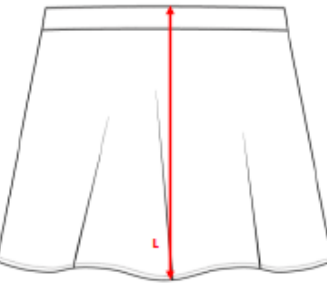
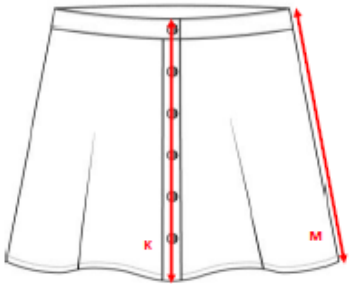
- X BACK GUSSET WIDTH AT LEG OPENING
- Y EXPOSED TIE LENGTH SINGLE SIDE
- Z SURPLUS WIDTH
- AA FOLDOVER OPENING WIDTH
- AB FOLDOVER HEIGHT

NOTE: ALIGN FRONT AND BACK AT OPENING WHEN MEASURING ALL WAISTS



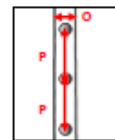
NOTE: HIP POMS ON BOTTOMS WITHOUT TRUE RISE SEAMS ARE MEASURED 2-POINT UNLESS OTHERWISE SPECIFIED

NOTE: EXTEND CIRCLE SKIRT STYLES UNTIL FLAT WHEN MEASURING

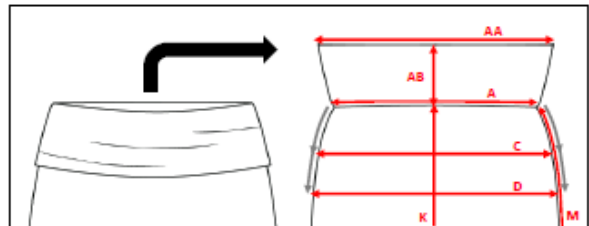


NOTE: FOR STYLES WITH A WIDE WAISTBAND, HIGH HIP MAY BE MEASURED ALONG WAIST SEAM

NOTE: FOR FOLDOVER WAISTBAND STYLES, WAIST SEAM IS CONSIDERED THE TRUE WAIST. ALL LENGTH POMS AND PLACEMENTS ARE TAKEN TO/FROM THE WAIST SEAM



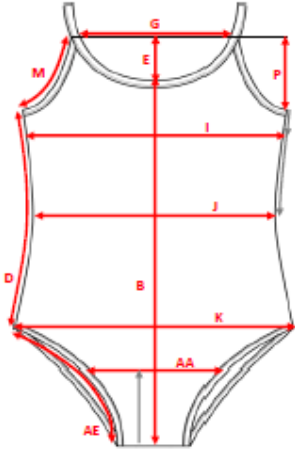
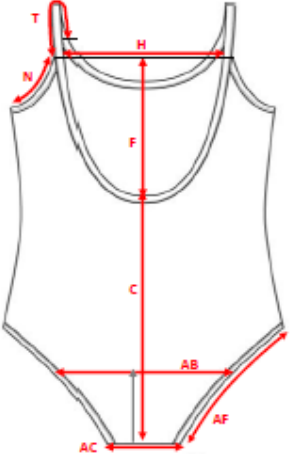
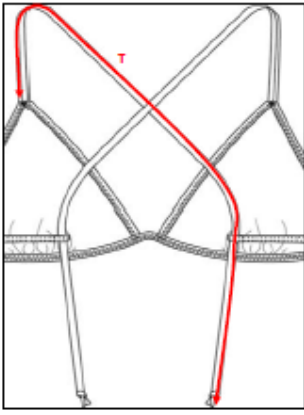
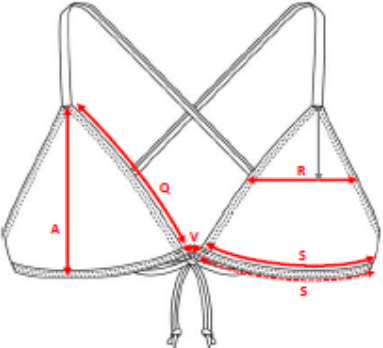
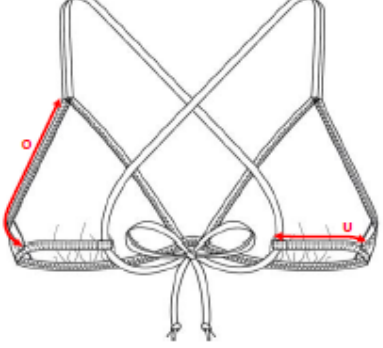
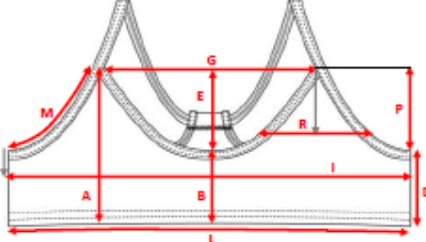
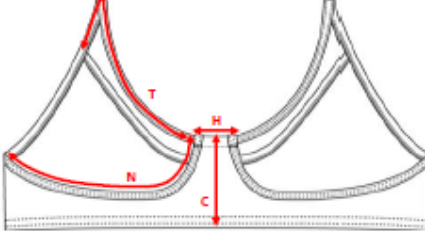
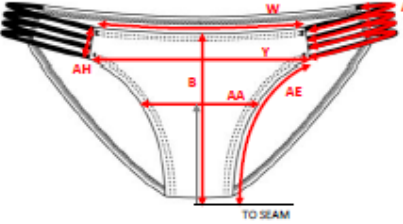
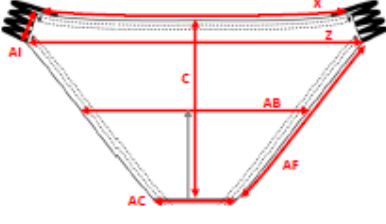
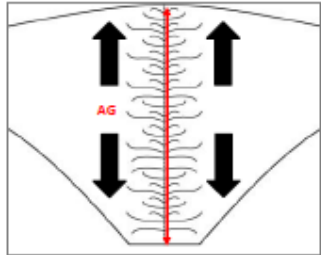
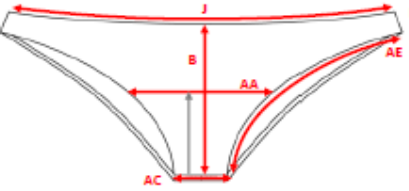
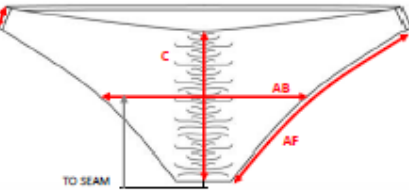
NOTE: FOR STYLES WITH SHIRRING AT WAIST, LAY SKIRT AS FLAT AS POSSIBLE WITHOUT DISTORTING SHAPE OR SHIRRING DIRECTION.



← = PLACEMENT

--- = OPTION

SEE INDIVIDUAL SPEC SHEETS FOR DETAILS

TILLYS		MEASUREMENT GUIDE		SWIM, BRALETTE, BODYSUIT
<p>A HPS LENGTH B CENTER FRONT LENGTH C CENTER BACK LENGTH D SIDE SEAM LENGTH E FRONT NECK DROP F BACK NECK DROP G ACROSS FRONT H ACROSS BACK I CHEST J WAIST K HIP L SWEEP M FRONT ARMHOLE CURVE N BACK ARMHOLE CURVE O TOTAL ARMHOLE CURVE P ARMHOLE DROP Q FRONT NECKLINE R BRA WIDTH- SINGLE SIDE</p>	<p>S BOTTOM BRA WIDTH T SHOULDER STRAP LENGTH U BACK STRAP LENGTH V CENTER FRONT SPACING W FRONT WAIST AT TOP X BACK WAIST AT TOP Y FRONT WIDTH- STRAP JOIN TO STRAP JOIN Z BACK WIDTH- STRAP JOIN TO STRAP JOIN AA FRONT WIDTH AB BACK WIDTH AC CROTCH WIDTH AD SIDE STRAP LENGTH AE FRONT LEG OPENING AF BACK LEG OPENING AG BACK LENGTH EXTENDED AH FRONT SIDE SEAM LENGTH AI BACK SIDE SEAM LENGTH</p>			
				
				
				<p>NOTE: PULL SEAM FROM BOTH ENDS AS WIDE AS ELASTIC WILL ALLOW FOR EXTENDED MEASUREMENT</p> 
				
<p>← = PLACEMENT - - - - - = OPTION SEE INDIVIDUAL SPEC SHEETS FOR DETAILS</p>				



- Below is an example of a fully completed Tillys spec sheet for reference, followed by a brief explanation of each section.

	JUNIORS SET-IN SLEEVE TOP	
DELIVERY: 5-Feb DATE: 12/22/2015 PO: 12345 FIT DATE: 12/22/2015 STYLE #: 204MPLE1 FIT #: FT AND BUYING TEAM VENDOR: T-SHIRT MAKER SAMPLE STAGE: TOP BUYER: T-SHIRT BUYER STATUS: APPROVED COLOR: WHITE MEASURED BY: ASST. TECH DESCRIPTION: SS POCKET TEE COMMENTS BY: T-SHIRT TECH		DO NOT CHANGE HIGHLIGHTED CELLS
NOT APPROVED APPROVED W/ CORRECTIONS APPROVED W/ CORRECTIONS		TOP
1ST FIT REVISIONS 2ND FIT REVISIONS PRE PRO TARGET SPEC		TOP
SIZE M SIZE M SIZE M SIZE M SIZE M SIZE M		SIZE M
12/15/2015 12/15/2015 12/16/2015 12/16/2015 12/22/2015 12/22/2015		12/22/2015
CORE POMS	POM DESCRIPTION	APPROVED
A HPS LENGTH	NECKLINE SEAM TO BOTTOM EDGE	19 5/8
B CENTER FRONT LENGTH	NECKLINE SEAM TO BOTTOM EDGE	17
C CENTER BACK LENGTH	NECKLINE SEAM TO BOTTOM EDGE	19 1/8
D SIDE SEAM LENGTH	UNDERARM TO BOTTOM EDGE	12 3/4
E NECK WIDTH	SEAM TO SEAM	6
F FRONT NECK DROP	TO SEAM	3
G BACK NECK DROP	TO SEAM	3/4
H SHOULDER WIDTH	SEAM TO SEAM	13
I ACROSS FRONT	JRS- 8" FROM HPS	12 1/2
J ACROSS BACK	JRS- 8" FROM HPS	14
K CHEST	1" BELOW ARMHOLE	19
L BRAST	JRS- 7" BELOW ARMHOLE	19
M SWEEP	STRAIGHT	19
N ARMHOLE DROP	HPS TO PARALLEL TO UNDERARM	7
O ARMHOLE CURVE	MEASURE ALONG CURVE	8 1/2
P SLEEVE LENGTH	SHOULDER SEAM TO EDGE	8 3/8
Q SLEEVE OPENING	EDGE TO EDGE	6 1/4
VARIABLE POMS		APPROVED
MUSCLE	1" BELOW ARMHOLE	6
SHOULDER FORWARD		1/2
BOTTOM HEM HEIGHT		1/2
SLEEVE HEM HEIGHT		1/2
NECK TRIM WIDTH		3/4
POCKET PLACEMENT FROM HPS		7
PATCH POCKET WIDTH		3 1/2
PATCH POCKET HEIGHT		3 1/2
FIT COMMENTS		
1ST FIT 12/16/2015 1. 1ST FIT IS NOT APPROVED. PLEASE CORRECT THE FOLLOWING: 2. REVISE ALL POMS HIGHLIGHTED IN BLUE. 3. RESHAP ARMHOLE CURVE. SEE PHOTO SECTION FOR NEW SHAPE. 4. SUBMIT 2ND FIT SAMPLE WITH THE ABOVE CORRECTIONS.		
2ND FIT 12/16/2015 1. 2ND FIT IS APPROVED W/ CORRECTIONS. K. REVISE CHEST TO 18" O. REVISE ARMHOLE CURVE TO 8 1/2" P. REVISE SLEEVE LENGTH TO 8" 2. BRING ALL POMS OUT OF TOLERANCE BACK TO SPEC. 3. LENGTHS MUST BE BALANCED ALL THE WAY AROUND. 4. SUBMIT PRE PRO SAMPLE WITH THE ABOVE CORRECTIONS.		
PRE PRO 12/22/2015 1. PRE PRO IS APPROVED W/ CORRECTIONS. 2. BRING ALL POMS OUT OF TOLERANCE BACK TO SPEC. 3. SUBMIT TOP SAMPLE WITH THE ABOVE CORRECTIONS.		
TOP 12/22/2015 1. TOP IS APPROVED.		
Vendor Note: All Pre-production samples must be submitted in the correct fabric, color, print and trim as ordered and received at least (10days if domestic & 20 days if import) prior to TOP samples. All TOP samples must be received at least 5 days prior to the start ship date of the PO.		TILLYS 10 WHARFNEY IRVINE, CA 92618 P. 949.226.5210 F. 949.809.5515



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Specification Sheets	2.07	3 of 8

- Header
 - The top portion of the header describes in order the division, body and category that the style belongs to. This may change if additional spec sheets are added during the process for body changes. Please inform your technical designer should this description differ from the actual style at any stage during the process.

JUNIORS		SET-IN SLEEVE		TOP
DELIVERY:	6-Feb	DATE:	12/30/2015	
PO:	12345	FIT DATE:	12/30/2015	

- The portion below contains all pertinent information regarding the style itself, as well as information regarding the most recent fitting and comments. **All information in the left section of the header is taken from the sample submission form included with the fit sample.** If any information is incorrect, please consult with your technical designer.

JUNIORS		SET-IN SLEEVE		TO
DELIVERY:	6-Feb	DATE:	12/30/2015	
PO:	12345	FIT DATE:	12/30/2015	
STYLE #:	EXAMPLE1	FIT W/:	FIT AND BUYING TEAM	
VENDOR:	T-SHIRT MAKER	SAMPLE STAGE:	TOP	
BUYER:	T-SHIRT BUYER	STATUS:	APPROVED	
COLOR:	WHITE	MEASURED BY:	ASST. TECH	
DESCRIPTION:	SS POCKET TEE	COMMENTS BY:	T-SHIRT TECH	
NOT APPROVED		APPROVED W/ CORRECTIONS		APPROVED W/ CORRECTIONS

<CONTINUED ON NEXT PAGE>



- POMs and Descriptions
 - POMs are separated into two categories: CORE POMs and VARIABLE POMs. Core POMs always relate to the body type in the header, and will be graded by Tillys at pre pro approval. Variable POMs are specific to the individual style and are the vendor’s responsibility to grade (see grade rule guidelines, section 2.05).
 - The POM description column indicates how the POM is measured. For more detailed information, cross-reference this column with Tillys measuring guidelines (section 2.06) and/or consult with your technical designer.

CORE POMs		POM DESCRIPTION
A	HPS LENGTH	NECKLINE SEAM TO BOTTOM EDGE
B	CENTER FRONT LENGTH	NECKLINE SEAM TO BOTTOM EDGE
C	CENTER BACK LENGTH	NECKLINE SEAM TO BOTTOM EDGE
D	SIDE SEAM LENGTH	UNDERARM TO BOTTOM EDGE
E	NECK WIDTH	SEAM TO SEAM
F	FRONT NECK DROP	TO SEAM
G	BACK NECK DROP	TO SEAM
H	SHOULDER WIDTH	SEAM TO SEAM
I	ACROSS FRONT	JRS- 5" FROM HPS
J	ACROSS BACK	JRS- 5" FROM HPS
K	CHEST	1" BELOW ARMHOLE
L	WAIST	JRS- 7" BELOW ARMHOLE
M	SWEEP	STRAIGHT
N	ARMHOLE DROP	HPS TO PARALLEL TO UNDERARM
O	ARMHOLE CURVE	MEASURE ALONG CURVE
P	SLEEVE LENGTH	SHOULDER SEAM TO EDGE
Q	SLEEVE OPENING	EDGE TO EDGE
VARIABLE POMs		POM DESCRIPTION
	MUSCLE	1" BELOW ARMHOLE
	SHOULDER FORWARD	
	BOTTOM HEM HEIGHT	
	SLEEVE HEM HEIGHT	
	NECK TRIM WIDTH	
	POCKET PLACEMENT FROM HPS	
	PATCH POCKET WIDTH	
	PATCH POCKET HEIGHT	
FIT COMMENTS		



- Sample Measurements and Comments
 - The section for each fit is headed with the sample status, in the below case NOT APPROVED.
 - Unless a tech pack or reference body has been previously provided, initial spec is based on your 1st fit sample measurements. Tillys measurements of your sample are in the 1ST FIT column.
 - Any highlighted POMs in the REVISIONS column are being revised from the 1st fit measurements. All POMs that are not highlighted are not being changed. This column represents the target spec being requested for the next submit.
 - Fit comments are provided below the spec columns. POM revisions may be individually indicated, or generally called out as described in point 2.
 - Other direction pertaining to the sample fit or construction may be provided below POM direction, see point 3 below. This direction may refer you to the photos page, which will be addressed later in this section.

NOT APPROVED	
1ST FIT SIZE M 12/1/2015	REVISIONS SIZE M 12/1/2015
19 5/8	20
17	17
19 1/8	19 1/4
12 3/4	12
6	7 1/2
3	3
3/4	3/4
13	13 1/2
12 1/2	12 1/2
14	13
19	17 1/2
18	17
19	17 1/2
7	8
8 1/2	8 1/4
9 3/8	7
5 1/4	5 1/2
6	6
1/2	1/2
1/2	1/2
1/2	1/2
3/4	3/4
7	7 1/2
3 1/2	3 1/2
3 1/2	3



Chapter 2	Section Name:	Section #:	Page:
Production Requirements	Specification Sheets	2.07	6 of 8

FIT COMMENTS
FIT COMMENTS: 1ST FIT 12/1/2015
1. 1ST FIT IS NOT APPROVED. PLEASE CORRECT THE FOLLOWING:
2. REVISE ALL POMS HIGHLIGHTED IN BLUE.
3. RESHAPE ARMHOLE CURVE. SEE PHOTO SECTION FOR NEW SHAPE.
4. SUBMIT 2ND FIT SAMPLE WITH THE ABOVE CORRECTIONS.

- On 2nd fit through pre-production stages, samples are evaluated against the prior requested spec. Any measurements diverting 3/8” or more are changed to red font in the measurements column.
- POMs being revised from the prior requested spec are highlighted in the corresponding color. Any POMs that are not highlighted must go back to spec, even if within tolerance.

APPROVED W/ CORRECTIONS		APPROVED W/ CORRECTIONS	
2ND FIT SIZE M 12/10/2015	REVISIONS SIZE M 12/10/2015	PRE PRO SIZE M 12/20/2015	TARGET SPEC SIZE M 12/20/2015
19 3/4	20	20 1/4	20
17 1/8	17	17	17
18	19 1/4	19 3/8	19 1/4
11 1/2	12	11 3/4	12
7 1/4	7 1/2	8	7 1/2
2 7/8	3	3	3
3/4	3/4	3/4	3/4
13 5/8	13 1/2	13 3/8	13 1/2
12 1/8	12 1/2	12 3/4	12 1/2
13	13	13	13
18	18	17 3/4	18
17 3/8	17	17 1/2	17
17 1/2	17 1/2	17 1/4	17 1/2
8 3/8	8	8 3/8	8
8 1/2	8 1/2	8 5/8	8 1/2
7 1/8	6	6 1/4	6
5 1/2	5 1/2	5 1/2	5 1/2
5 7/8	6	6 1/8	6
1/2	1/2	1/2	1/2
1/2	1/2	1/2	1/2
1/2	1/2	1/2	1/2
3/4	3/4	3/4	3/4
7 3/8	7 1/2	7 1/4	7 1/2
3	3 1/2	3 1/2	3 1/2
3 1/8	3	3 1/4	3

FIT COMMENTS: 2ND FIT 12/10/2015
1. 2ND FIT IS APPROVED W/ CORRECTIONS. K. REVISE CHEST TO 18" O. REVISE ARMHOLE CURVE TO 8 1/2" P. REVISE SLEEVE LENGTH TO 6" 2. BRING ALL POMS OUT OF TOLERANCE BACK TO SPEC. 3. LENGTHS MUST BE BALANCED ALL THE WAY AROUND. 4. SUBMIT PRE PRO SAMPLE WITH THE ABOVE CORRECTIONS.
FIT COMMENTS: PRE PRO 12/20/2015
1. PRE PRO IS APPROVED W/ CORRECTIONS. 2. BRING ALL POMS OUT OF TOLERANCE BACK TO SPEC. 3. SUBMIT TOP SAMPLE WITH THE ABOVE CORRECTIONS.

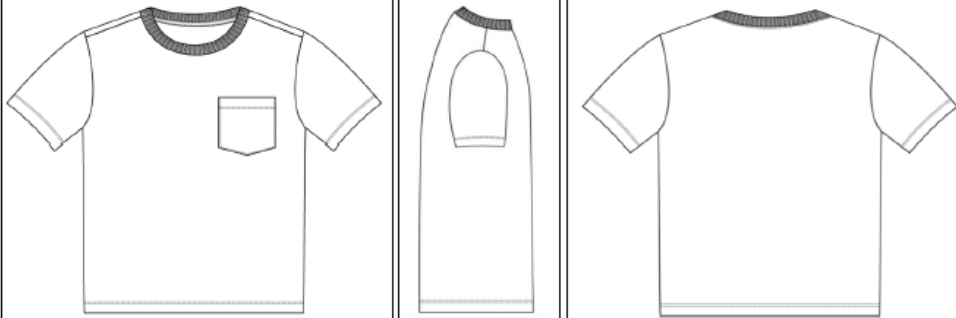
- At TOP stage, sample will either be evaluated in the same way as prior stages, or subjected to a visual review on Tillys fit model. When fit is approved visually, it will be indicated as below in a single column. Please note that a visual approval of POMS does not necessarily indicate approval of the TOP itself. Refer to the header/comments for approval status.

APPROVED TOP SIZE M 12/30/2015
VISUALLY APPROVED

FIT COMMENTS: TOP 12/30/2015 PO # 12345
1. TOP IS APPROVED.

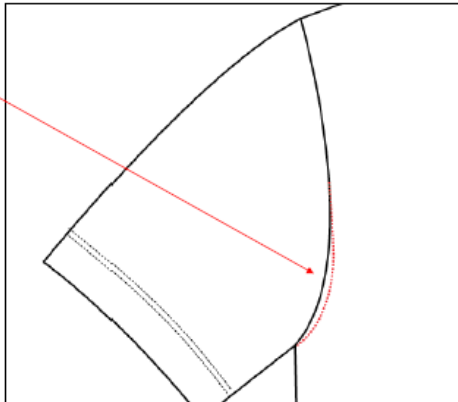
- Photos Page
 - Photos are included in the pages following the graded spec page at every stage. At 1st fit through pre-production stages, front, side and back views will be included. At TOP stage, only front views will be included unless a specific issue is being shown.
 - Header will be filled in with the color corresponding to the fit stage column and comments on spec sheet page.
 - Additional illustrations or views may be added below the regular fit photos as indicated in the comments section. It is important to check this section carefully to make sure nothing is missed.
 - Below is an example of a photos tab (with illustrations in the place of actual photos) corresponding to the example of 1st fit comments described earlier.

TILLYS		PHOTOS		TILLYS 10 WHATNEY IRVINE, CA 92618 P. 949.605.5539 F. 949.605.5518
DELIVERY:	6-Feb	DATE:	12/1/2015	
PO:	12345	FIT DATE:	12/1/2015	
STYLE #:	EXAMPLE1	FIT W/:	FIT AND BUYING TEAM	
VENDOR:	T-SHIRT MAKER	SAMPLE STAGE:	1ST FIT	
BUYER:	T-SHIRT BUYER	STATUS:	NOT APPROVED	
COLOR:	WHITE	MEASURED BY:	ASST. TECH	
DESCRIPTION:	SS POCKET TEE	COMMENTS BY:	T-SHIRT TECH	



NOTE: FOR EXAMPLE ONLY.
 ACTUAL COMMENTS WILL HAVE
 PHOTOGRAPH OF FRONT, SIDE
 AND BACK VIEW OF GARMENT
 ON MODEL.

3. RESHAPE ARMHOLE CURVE. SEE PHOTO SECTION FOR NEW SHAPE.





Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	1 of 29

PRIVATE LABELS: GENERAL INFORMATION

- All private label vendors are required to use the correct label as specified on the Tillys purchase order.
- All private labels must be obtained from our authorized label supplier, LabelTex. Labels may be shipped from the Los Angeles office, or directly overseas from the Hong Kong office. Please contact LabelTex for complete part books with all approved labels and trims, and to place orders. Any deviation from this policy must be pre-approved in writing by the Tillys Buyer placing the order.
- LABELTEX MILLS
6100 Wilmington Avenue
Los Angeles, CA 90001-1826
Tel: 323-582-0228
Fax: 323-582-3222
Email: rebecca@labeltexusa.com
- Labels must be securely and permanently fastened to the merchandise. All garments must have a main label, size label, and care/content label. In the case of 2-piece sets, all pieces must have all labels.
- Tillys branded labels are to be purchased and utilized only for the purchase order specified. Vendor is prohibited from using, duplicating, selling or distributing labels for any other purpose. If merchandise is refused or returned to the vendor for any reason, it is the vendor's responsibility to remove all Tillys identification. Vendor hangtags or identification are NOT permissible unless specified on the purchase order.

Regulatory Information for Care Labels

- Care labels must be permanent and easily accessible by the consumer at the time of purchase. Care information should remain legible for the useful life of the product.
- Care labels are required to include the below information-
 - Fiber Content
 - Country of Origin
 - RN # (108168)
 - PO #
 - Care/washing Instructions

<Continued on next page>



Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	2 of 29

- All preferred fiber contents (recycled, reclaimed, organic) for the products must be specified on the content label (always) and hang tag (if requested by Tillys). For example, if a garment is 50% recycled cotton and 50% cotton, it must be specified as such. Approval of a label content statement is not an indication that Tillys has independently verified the claim or agreed to assume liability for the accuracy of the labeled fiber content. Vendor shall follow the correct chain of custody and must provide appropriate certification and/or testing for all preferred fiber content claims, in accordance with the Vendor Environmental Impact Agreement.
- Country of origin must appear on the front of the label. For imported garments with a neck opening, country of origin must be placed at the neckline. For other garments, country of origin must be conspicuous and readily accessible.
- Tillys RN number must be used on all private label product.
- Vendor is responsible for ensuring all information is correct and accurate on the care label.

LABEL PLACEMENT REQUIREMENTS

General

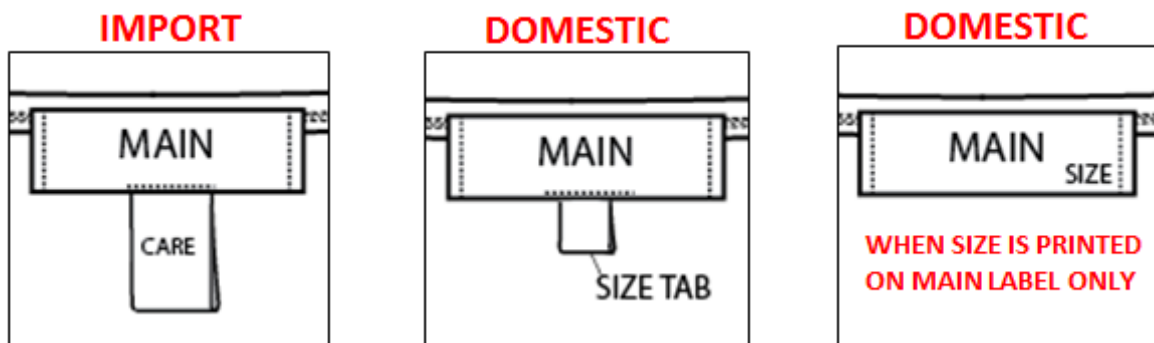
- Refer to your individual style purchase orders for specific direction on which labels to use.
- This guide refers to commonly used label variations and placements for Tillys private label brands and is not inclusive of all potential requirements. For product types or labels requiring exceptions please refer to the appropriate buyer for instructions.
- Size must be placed with or on the main label. Options for complying with this requirement are detailed in this section.
- This guide may be superseded by label placement direction included in individual style tech packs. Please refer to tech pack or consult with buyer for details.
- This guide does not override buyer or technical designer direction.
- RSQ denim joker and label placement can be found later in this section.

Women's and Girl's Label Placement Requirements- Main, Care and Size

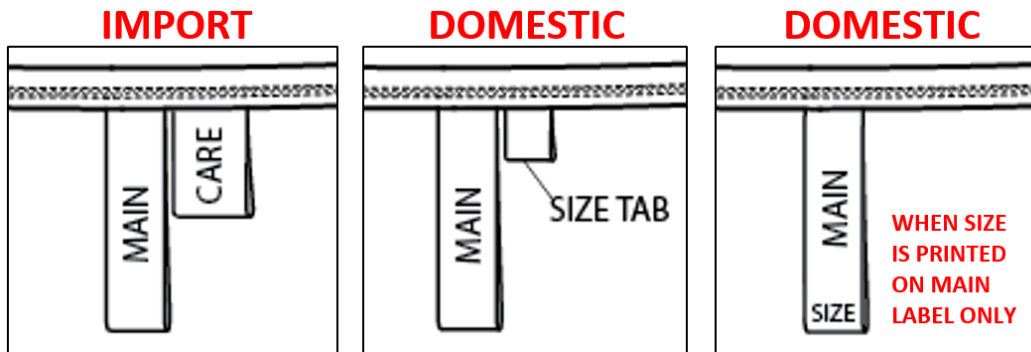
Label Types:

NOTE: The illustrated placements that include care labels apply to fabric care labels acquired through Labeltex only. For domestic garments that are permitted to use a paper care label, refer to the paper care label requirements later in this section and follow illustrations for main label and size tab if applicable.

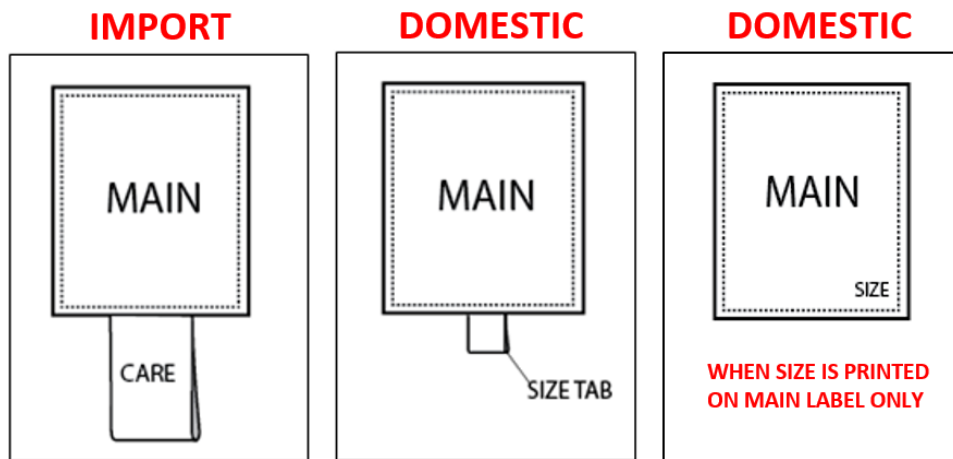
- Horizontal endfold main and separate loop care or size tab: Fold vertical edges under and secure to garment with single needle edgestitch. Do not stitch down horizontal edges. Care label or size tab is secured to underside at center of horizontal main label with single needle stitch. Stitch down top edge of care label or size tab only.



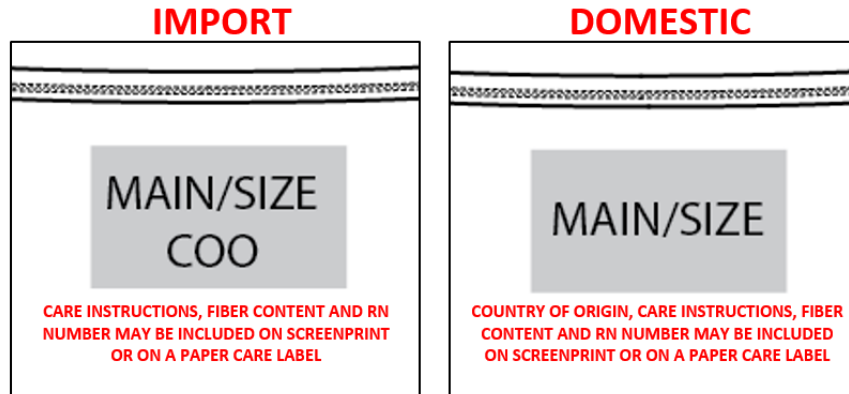
- b. Skinny loop main and separate loop care or size tab: Secure top edges into neckline stitching or trim. Stitch down top edges only. Main must be centered on garment with care or size tab secured directly to the right.



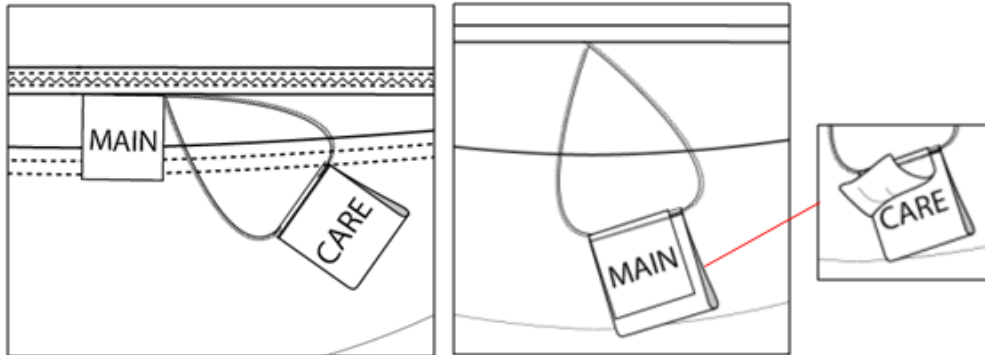
- c. Large endfold main and separate loop care or size tab: Secure all sides of patch to garment in single needle edgestitch. Care label or size tab is secured to underside at center of main label in stitching. Stitch down top edge of care label or size tab only.



- d. Heat transfer screenprint: Apply directly to back piece or half-moon.



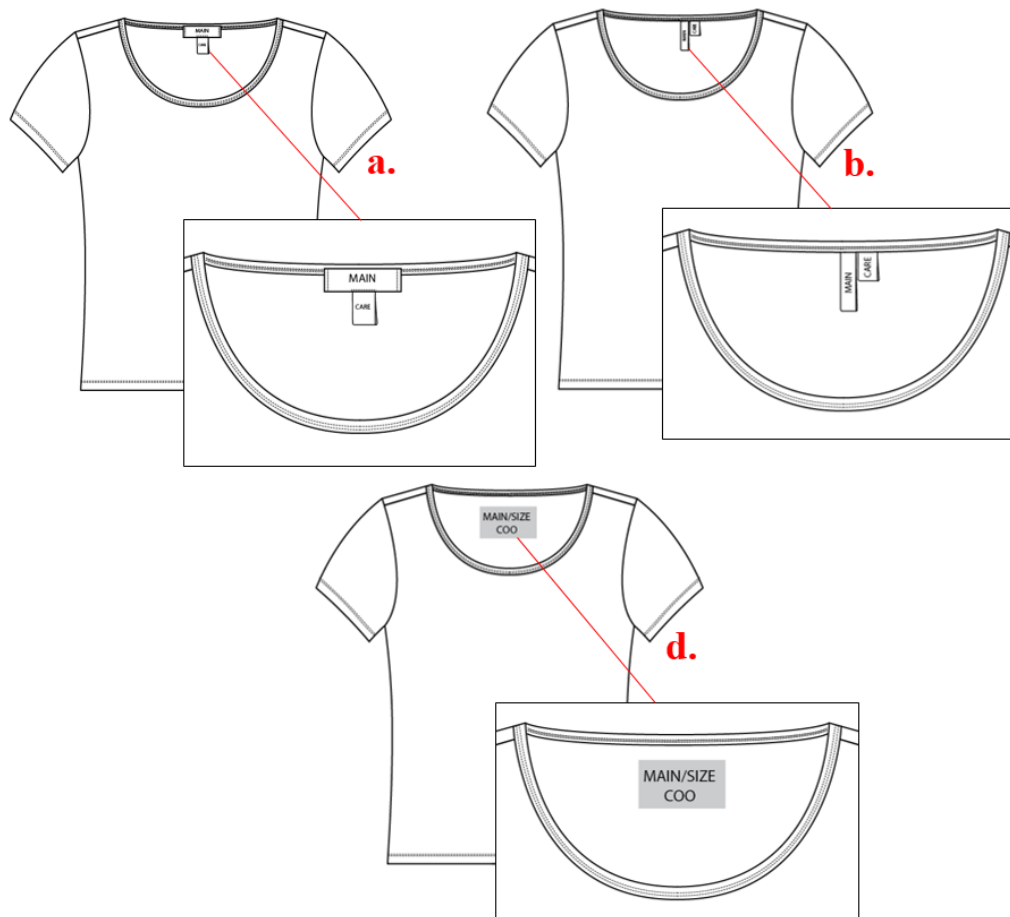
- e. Swim main and paper loop care: Main is set into garment unless garment is reversible, seamless, or where setting in the label is otherwise detrimental to garment aesthetics or functionality. Care label is caught in stitching run-off next to main. Where main cannot be set into garment, place on top of care in run-off. Confirm with buyer which method is to be used if unclear. Stitch down top edge of labels only.



Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	6 of 29

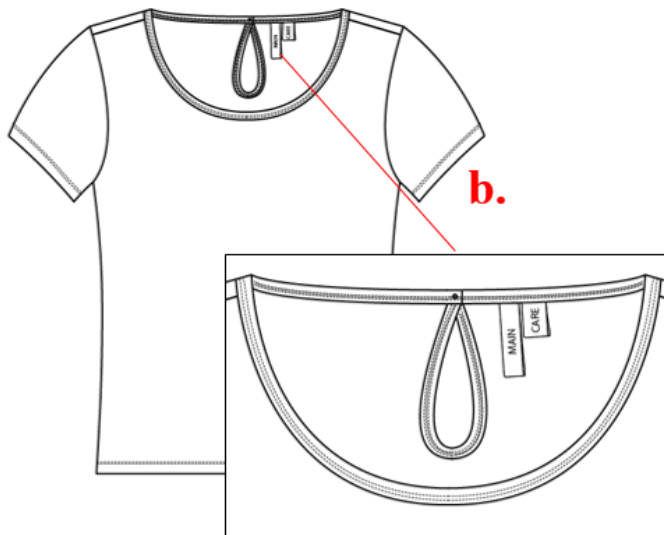
Label Placements:

- Tops
- For pull-on or front opening tops, labels are placed at CB neck. Place variation D approximately 1 ½” below neckline.

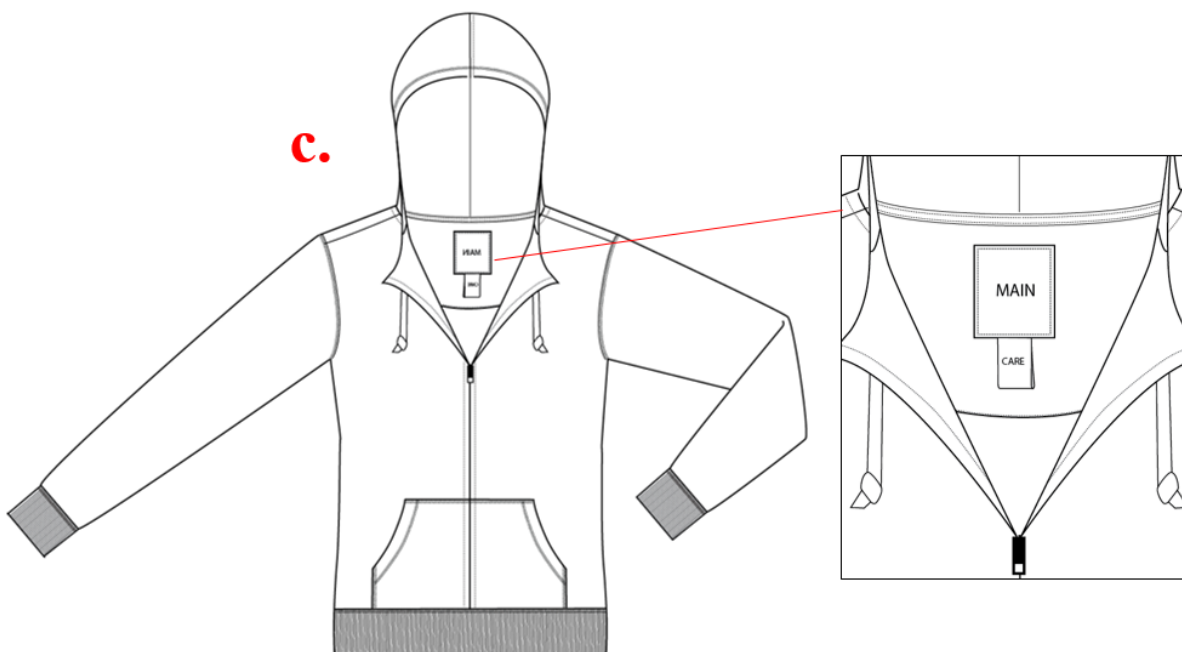


Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	7 of 29

- For tops with back closures, labels are placed approximately 1” to the right of the opening.

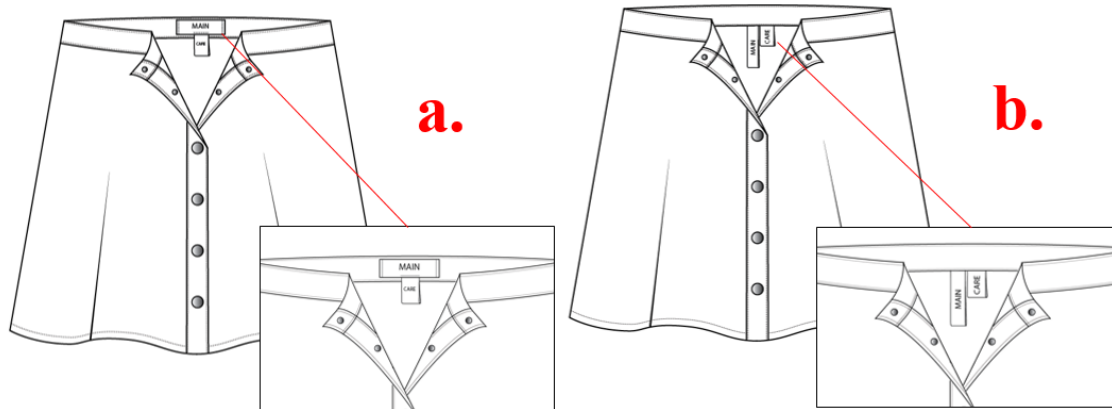


- Outerwear
- Refer to tops section for variations A, B and D
- For outerwear requiring the large endfold, labels are placed at CB neck, approximately 1 ½” down from neck seam.

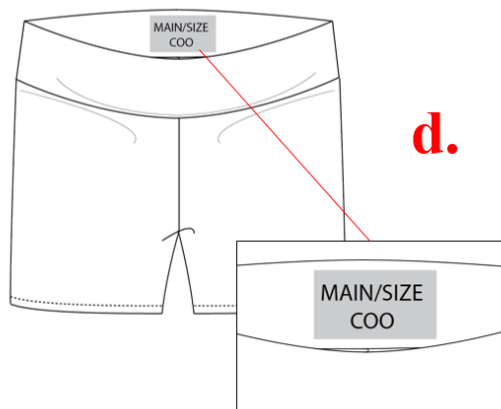


Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	8 of 29

- Bottoms
- For pull-on, front or side opening bottoms, labels are placed at CB waist.

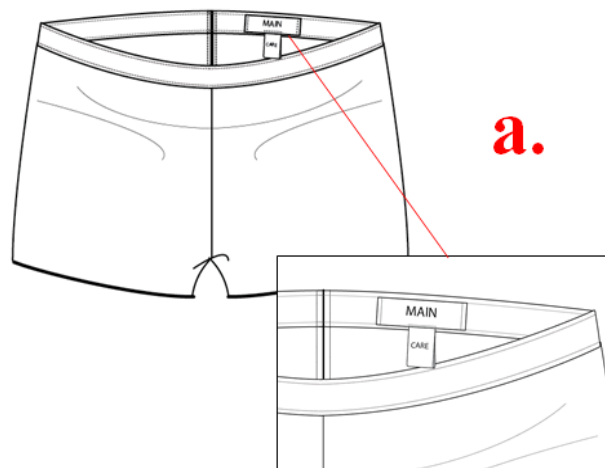


- For bottoms with a wide waistband that require variation D, center screenprint vertically and horizontally on waistband.

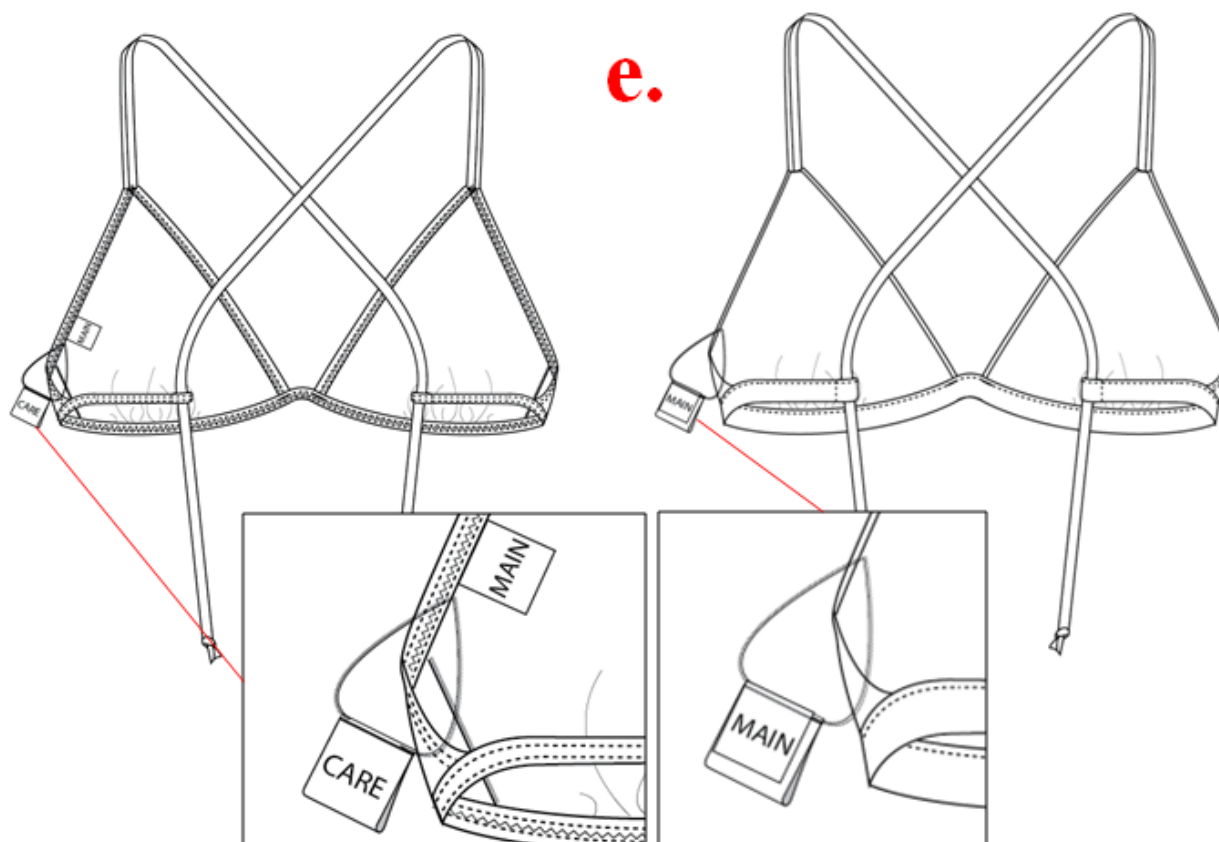


- For bottoms with back closures, labels are placed approximately 1 1/2” to the right of the opening.

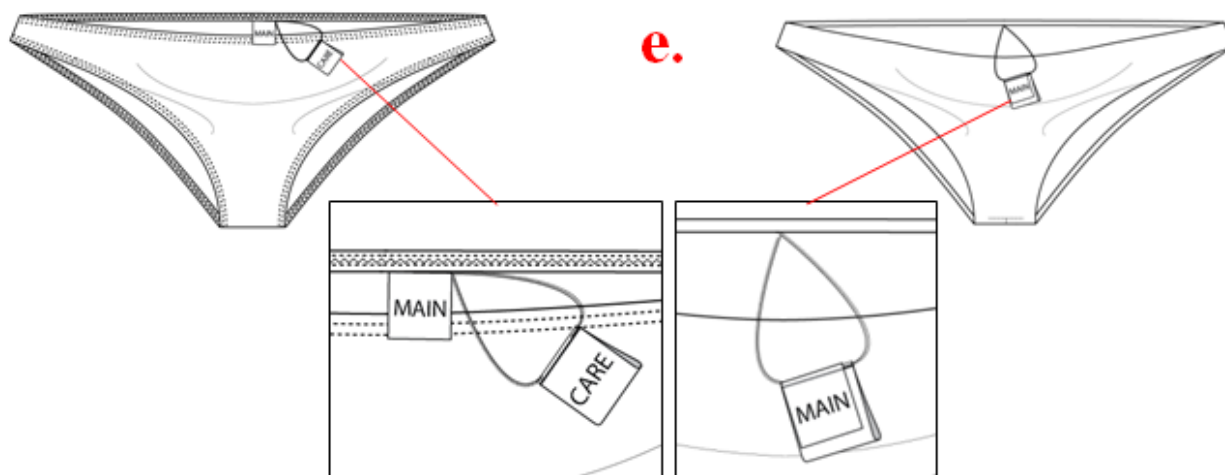
Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	9 of 29



- Swim
- For swim tops, labels are placed on inside wearer's left.

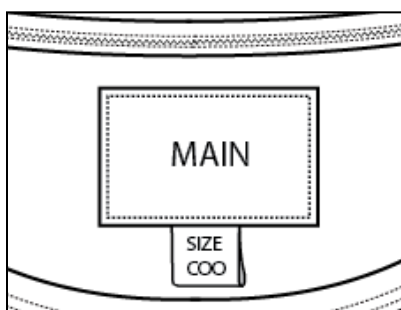


- For swim bottoms, labels are placed at CB waist.

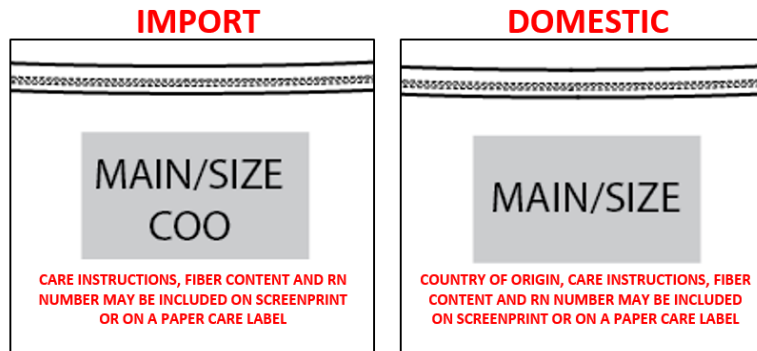


Men's and boy's Label Placement Requirements

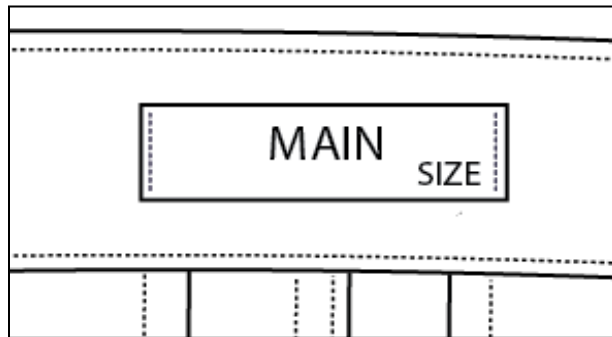
- Label Types:
 - Main/Size/Country of Origin Variations
- f.** Large endfold main and separate loop size/COO tab: Secure all sides of patch to garment in single needle edgestitch. Size/COO tab is secured to underside at center of main label in stitching. Stitch down top edge of care label or size tab only.



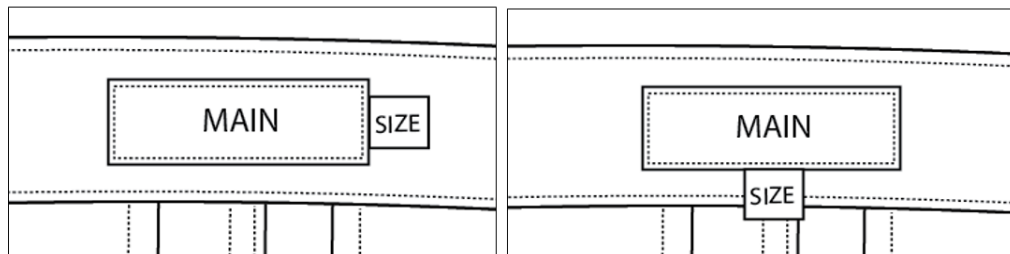
- g.** Heat transfer screenprint: Apply directly to back piece or half-moon.



- h.** Horizontal endfold main / size: Fold vertical edges under and secure to garment with single needle edgestitch. Do not stitch down horizontal edges.



- i.** Horizontal endfold main, loop size tab: Secure all sides of main to garment in single needle edgestitch. Size tab is secured to right side or bottom of main label in stitching (see options below). Stitch down side/top of size tab only.

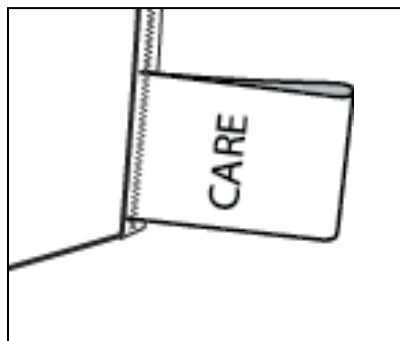


SIZE MUST ALWAYS BE RIGHT-SIDE UP. REFER TO THE DIRECTION OF SIZE TAB ON ORDER FOR CONFIRMATION OF WHICH OPTION TO FOLLOW

Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	12 of 29

- Carel Label

- j. Care label: Set into seam or secure to seam allowance.

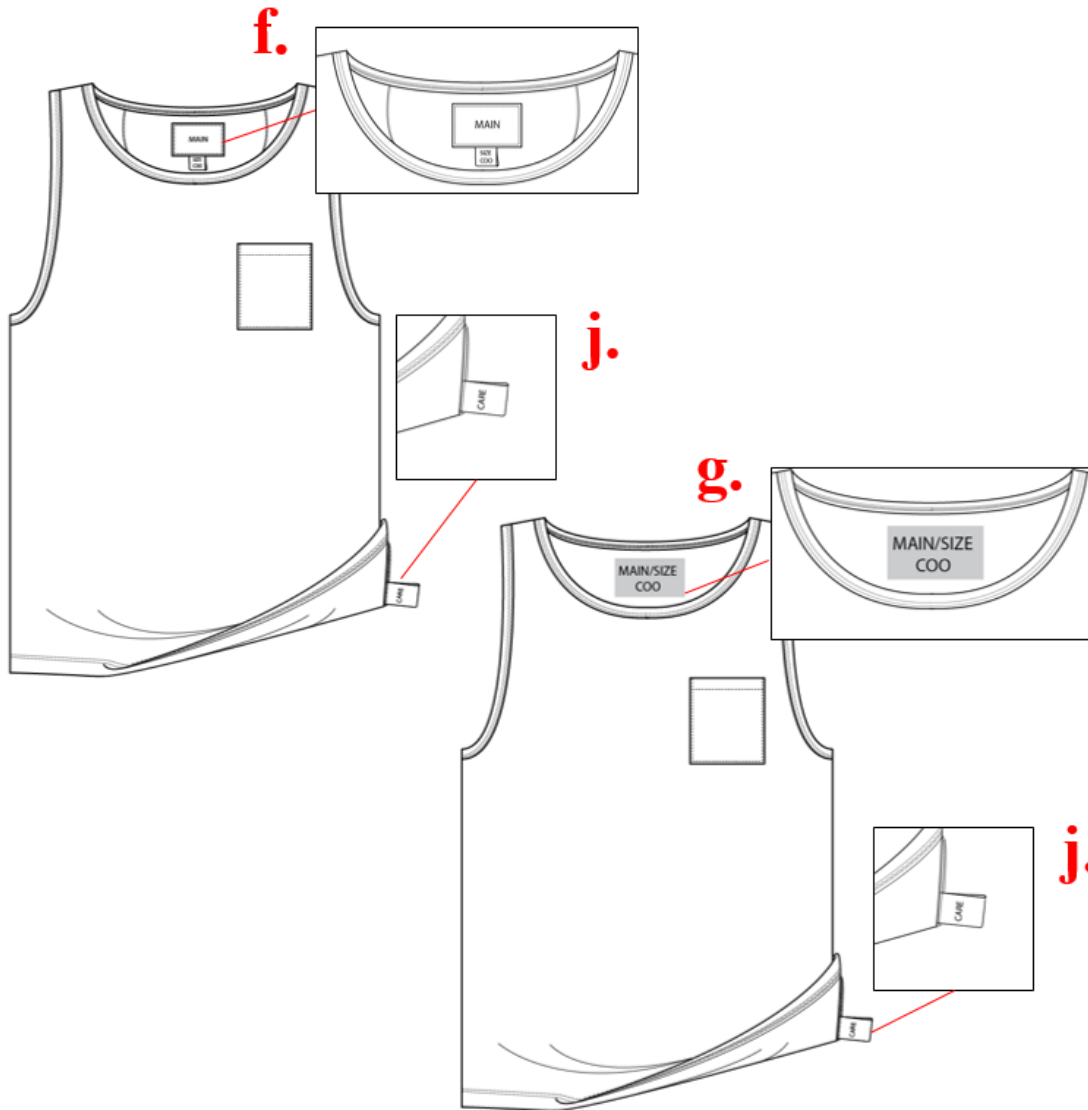


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Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	13 of 29

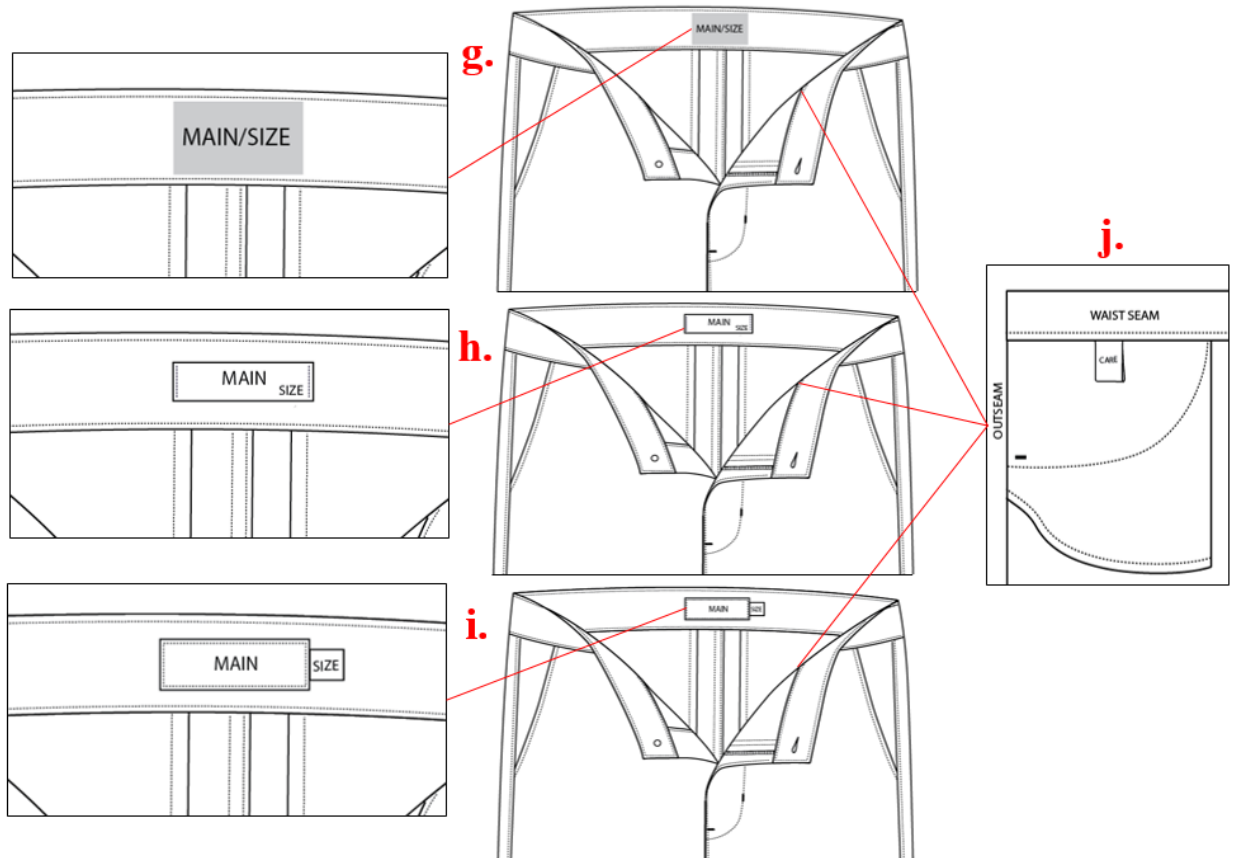
Label Placements:

- Tops
- Main/size/COO labels are placed at CB neck approximately 1” below neckline.
- Care label is placed approximately 5” up from sweep at wearer’s left side seam.



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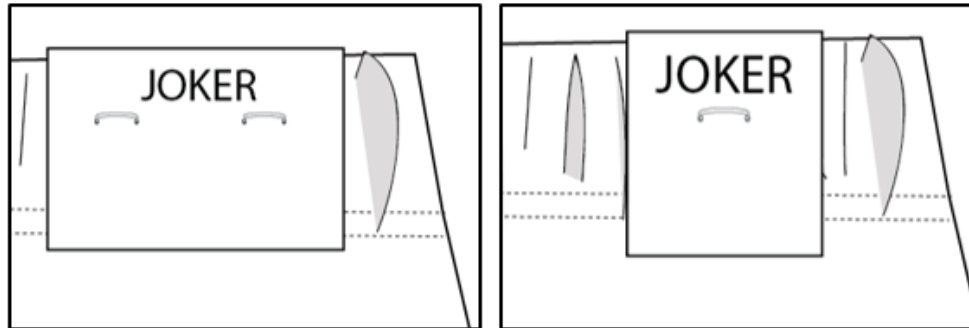
- Bottoms
 - Center main/size label vertically and horizontally on waistband.
 - Care label is placed at underside of waist seam, centered over wearer's left front pocket bag.



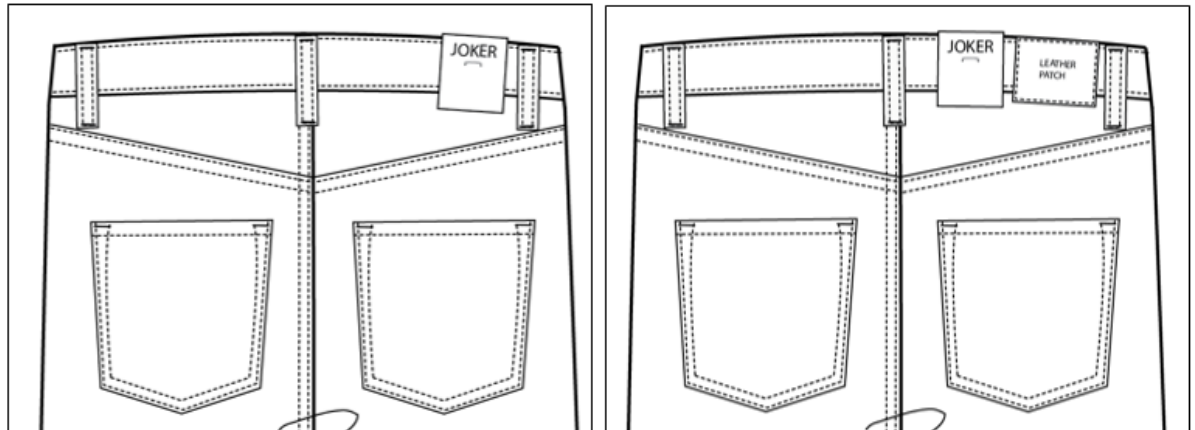
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Jokers

- Joker types and placements:
 - k.** All jokers: secure to waistline using one or two swift tags as needed for stability.

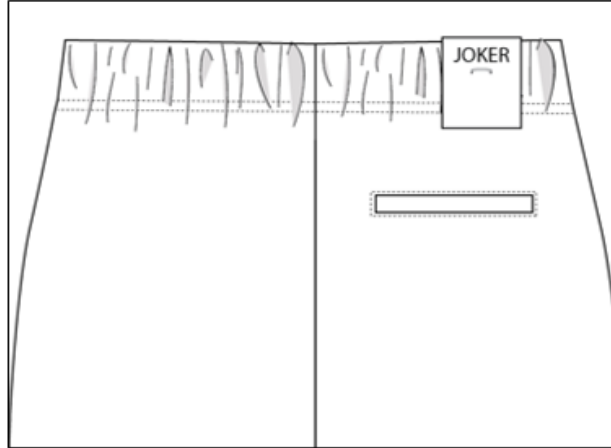


- Bottoms with belt loops: Place at wearer's right back waistband approximately ½" from back side belt loop. For styles with a leather patch, place approximately ¼" from leather patch edge.



Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	16 of 29

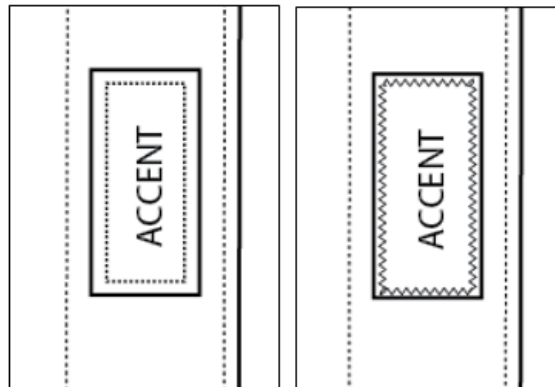
- Bottoms without belt loops: Place at wearer's right back waistband approximately 2" from outseam. Adjust by size if needed.



Accent Labels

Note: Please confirm with buyer and/or designer that standard placement is to be followed upon receipt of PO. Design details such as stitch types are subject to vary by style.

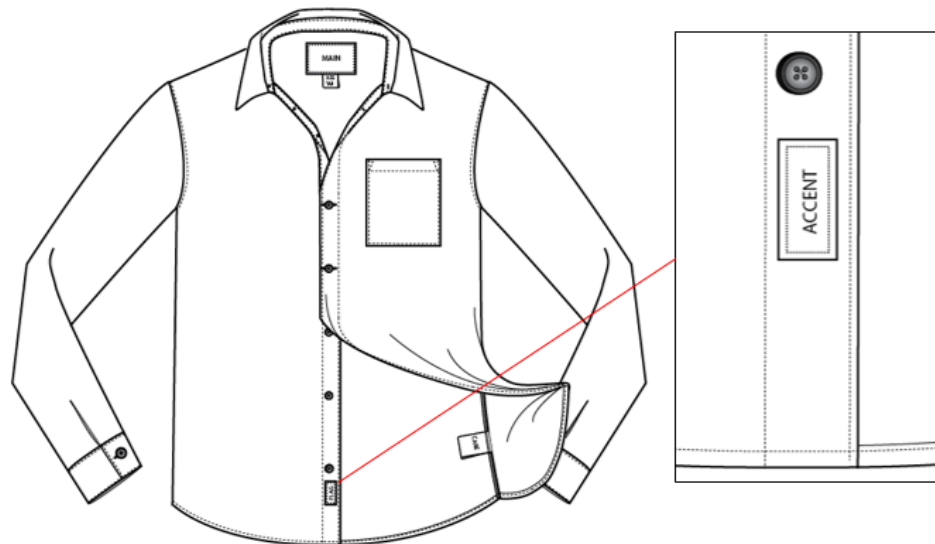
- Accent Label Types and Placements:
 1. Rectangle flag label: Secure all sides to garment in single needle edgestitch.



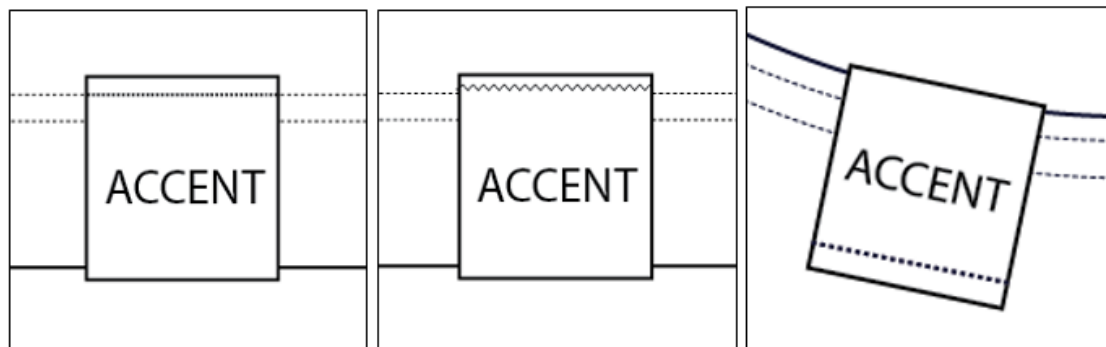
CHECK WITH BUYER FOR CORRECT ORIENTATION

Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	17 of 29

- Woven tops: Place vertically on underside of placket, approximately 1” below lowest button.



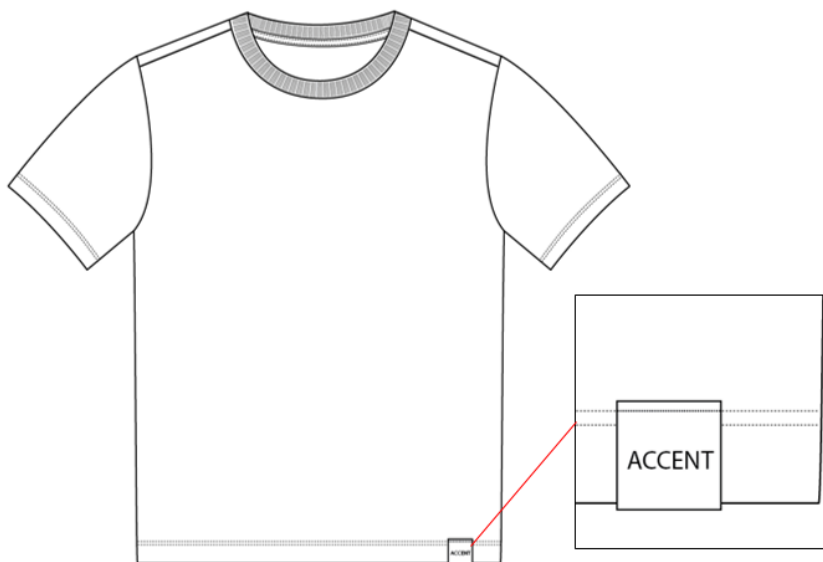
- m. Square clip label: Loop label around edge and secure to both sides of fabric in single needle edgestitch. Stitch down inner edge of flag label only.



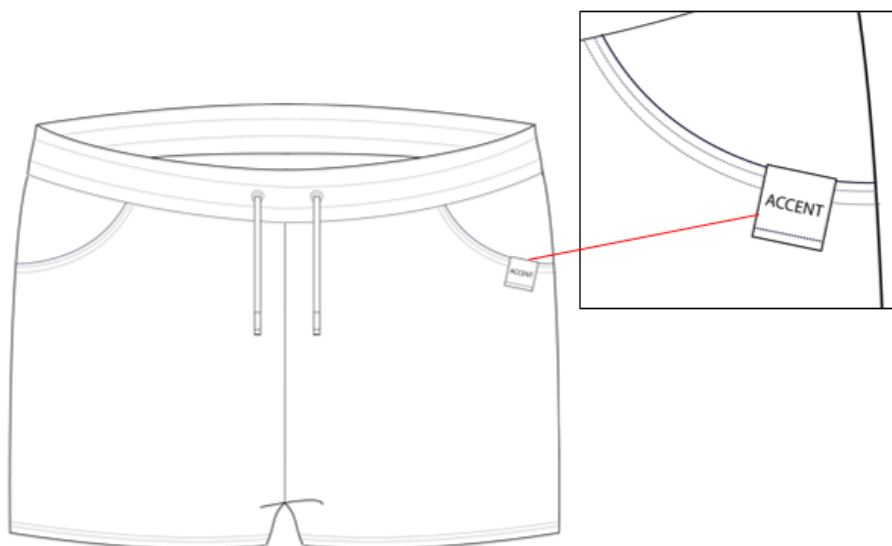
FONT MUST ALWAYS BE RIGHT-SIDE UP. REFER TO THE DIRECTION OF LABEL ON ORDER / CHECK WITH BUYER FOR CONFIRMATION OF WHICH OPTION TO ORDER

Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	18 of 29

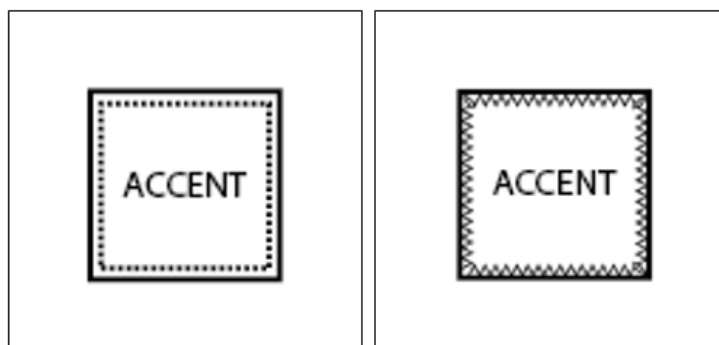
- Tee: Place at wearer's left sweep, approximately 1" from side seam.



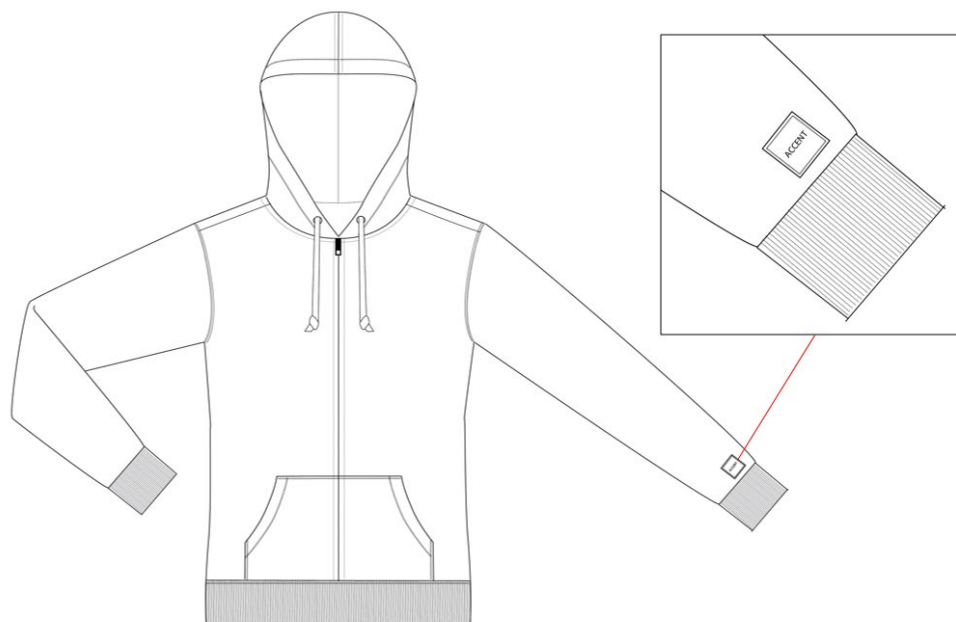
- Bottoms: Place at wearer's left pocket opening edge, approximately 1/2" from outseam.



- n. Square flag label: Secure all sides to garment in single needle edgestitch.



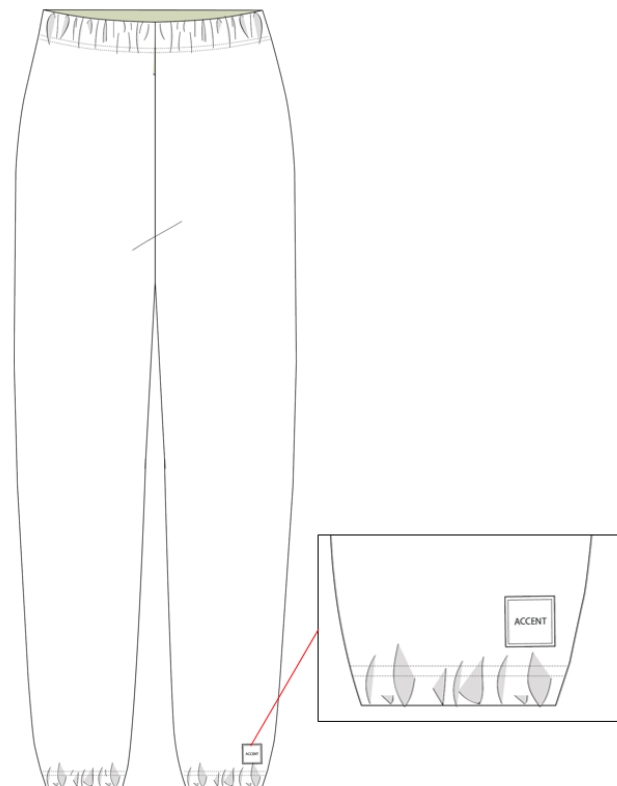
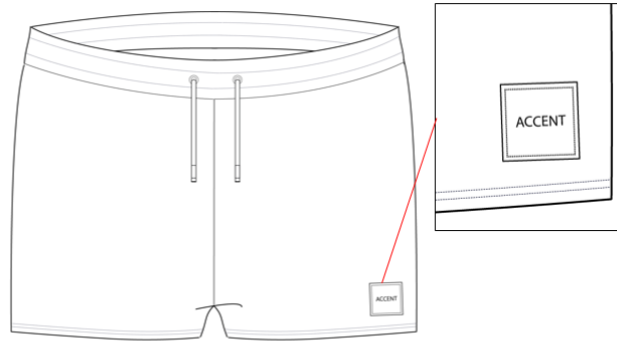
- o Outerwear: Place at wearer's left front sleeve, approximately 1/2" from top sleeve fold and 1/4" from join seam or hem stitching.



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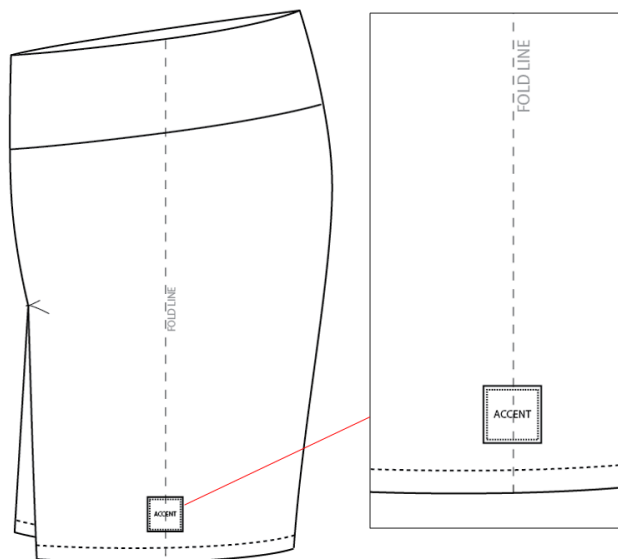
Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	20 of 29

- Bottoms:
 - B1. Place at wearer's left leg, approximately ½" from outseam and ¼" from join seam or hem stitching.

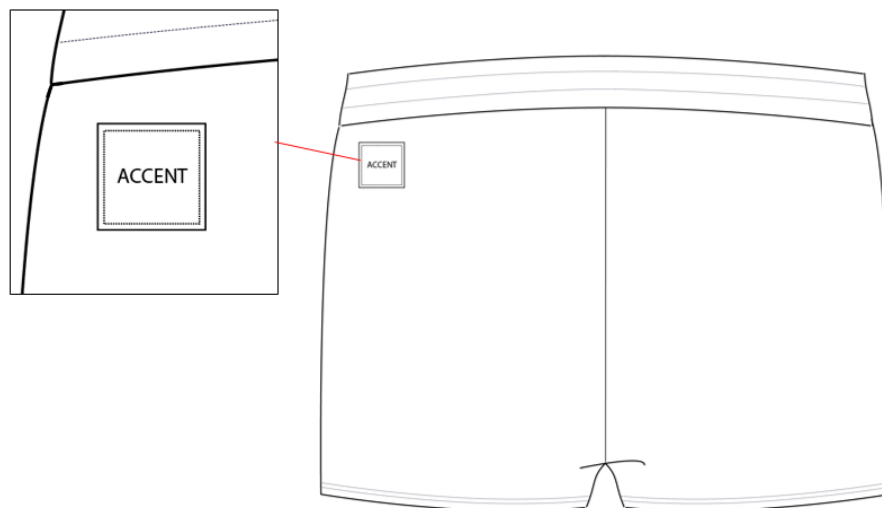


Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	21 of 29

- B2. Where indicated on bottoms without a side seam or a separate side panel, place at side approximately ½” up from join seam or hem stitching.



- B3. Where indicated, place on wearer’s left back panel approximately ½” from waist seam or stitching and ½” from outseam.

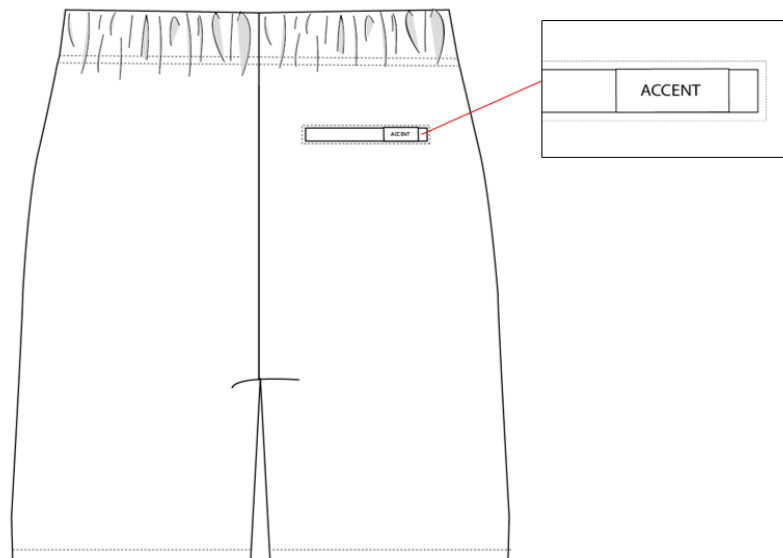


Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	22 of 29

- o.** Rectangle clip label: Fold over welt and secure in bottom welt seam.



- o.** Bottoms: Please on wearer's right back pocket, approximately 1/4" from outer edge.

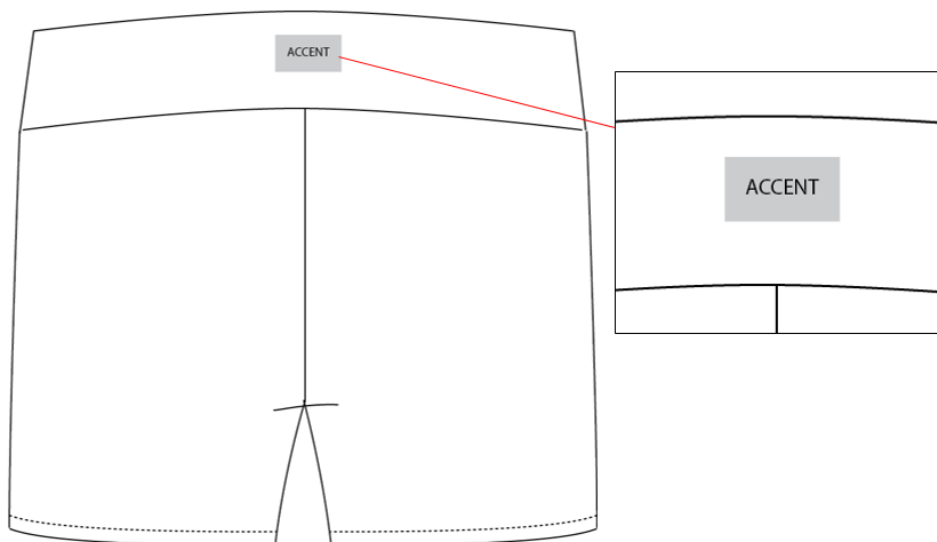


- p.** Heat transfer screenprint: Apply directly where indicated.



Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	23 of 29

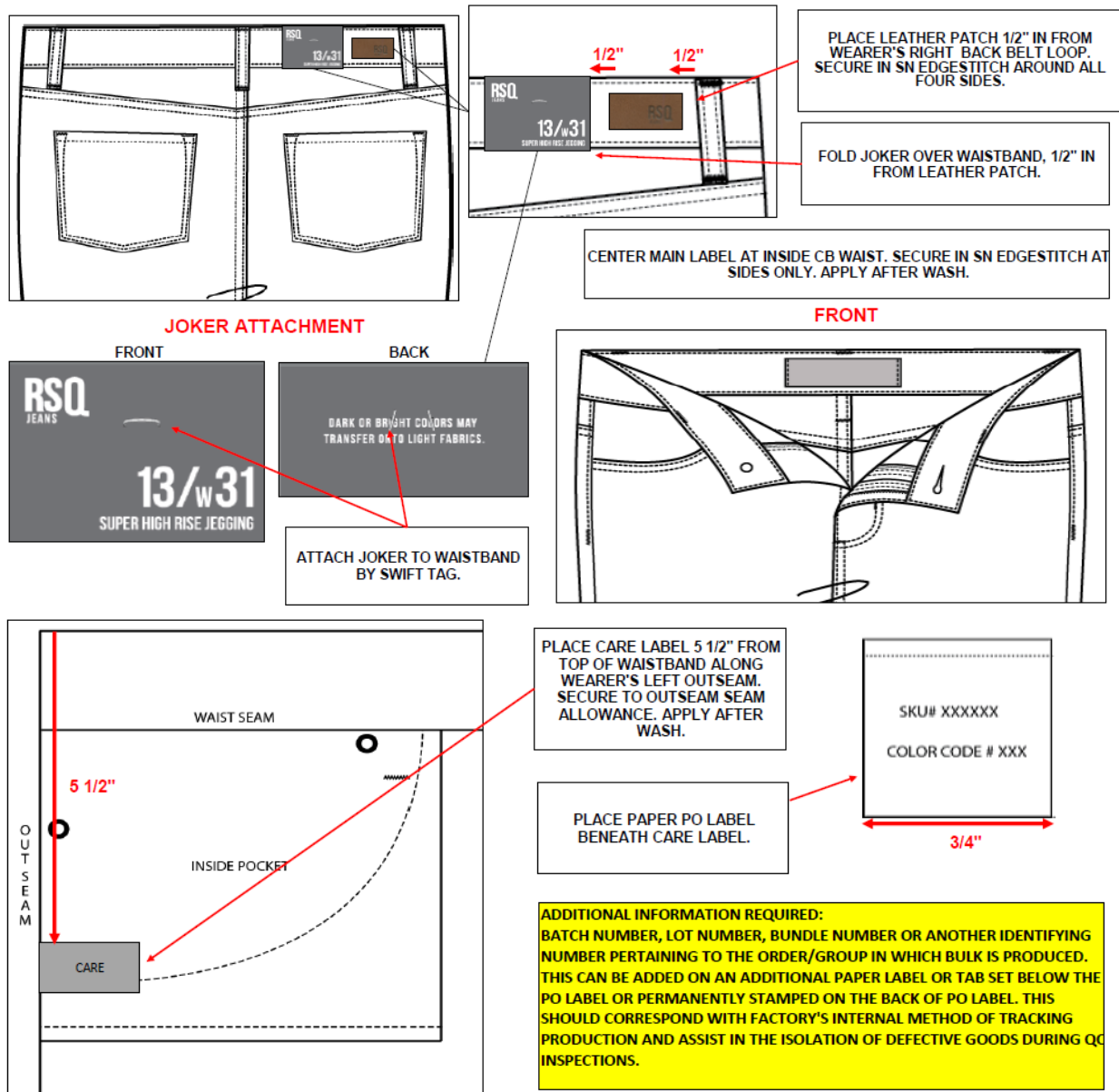
- Bottoms: Place at CB waist, approximately 1” from top waist.



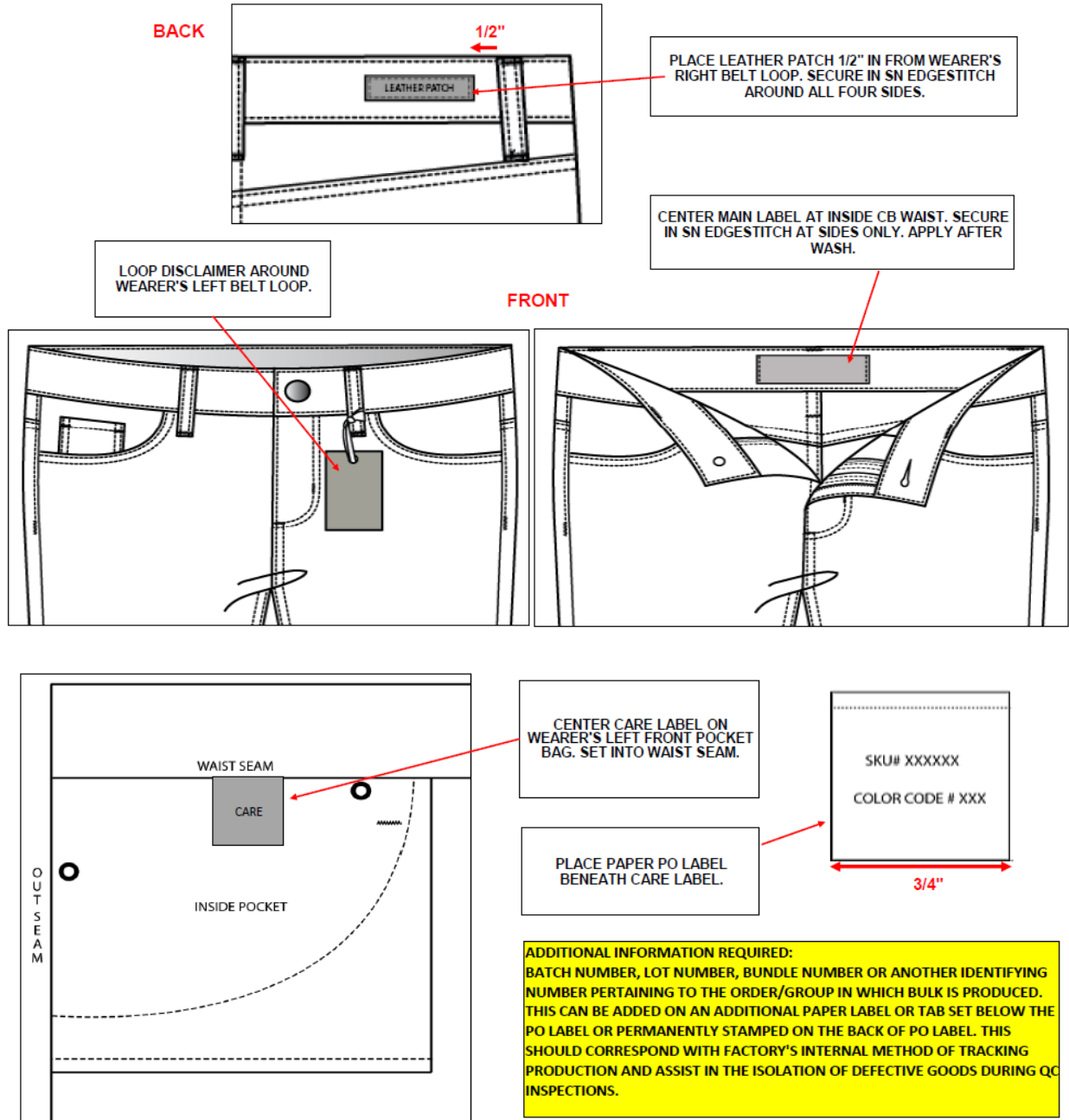
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RSQ Denim Label Placement Requirements

- Women's
- Longs



- Shorts



- Men's and Boy's

BACK

JOKER ATTACHMENT

PLACE LEATHER PATCH 1/4" IN FROM WEARER'S RIGHT BELT LOOP. SECURE IN SN EDGESTITCH AROUND ALL FOUR SIDES.

FOLD JOKER OVER WAISTBAND, 1/4" IN FROM LEATHER PATCH.

CENTER MAIN LABEL AT INSIDE CB WAIST. SECURE IN SN EDGESTITCH ALONG ALL 4 SIDES.

SET SIZE TAB BENEATH MAIN ON RIGHT SIDE. DO NOT STITCH DOWN ALL SIDES.

FRONT

ATTACH JOKER TO WAIST BY SWIFT TAG. CENTER TAG ABOVE SIZE.

CARE / PO

SET CARE LABEL IN WAIST SEAM, CENTERED ON POCKET BAG

PLACE PAPER LABEL BENEATH CARE LABEL.

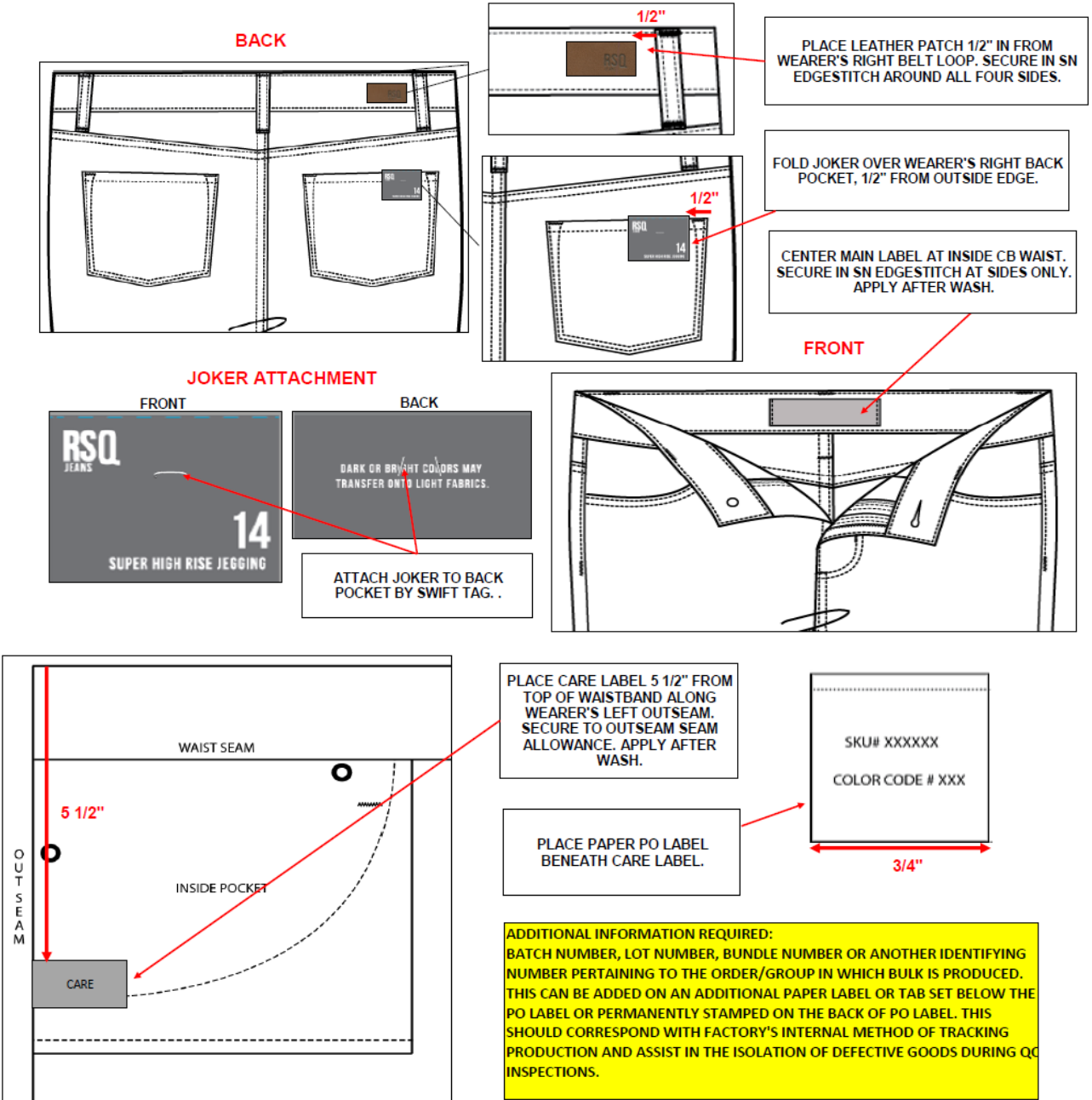
SKU# XXXXXX
 COLOR CODE # XXX

HANGTAG

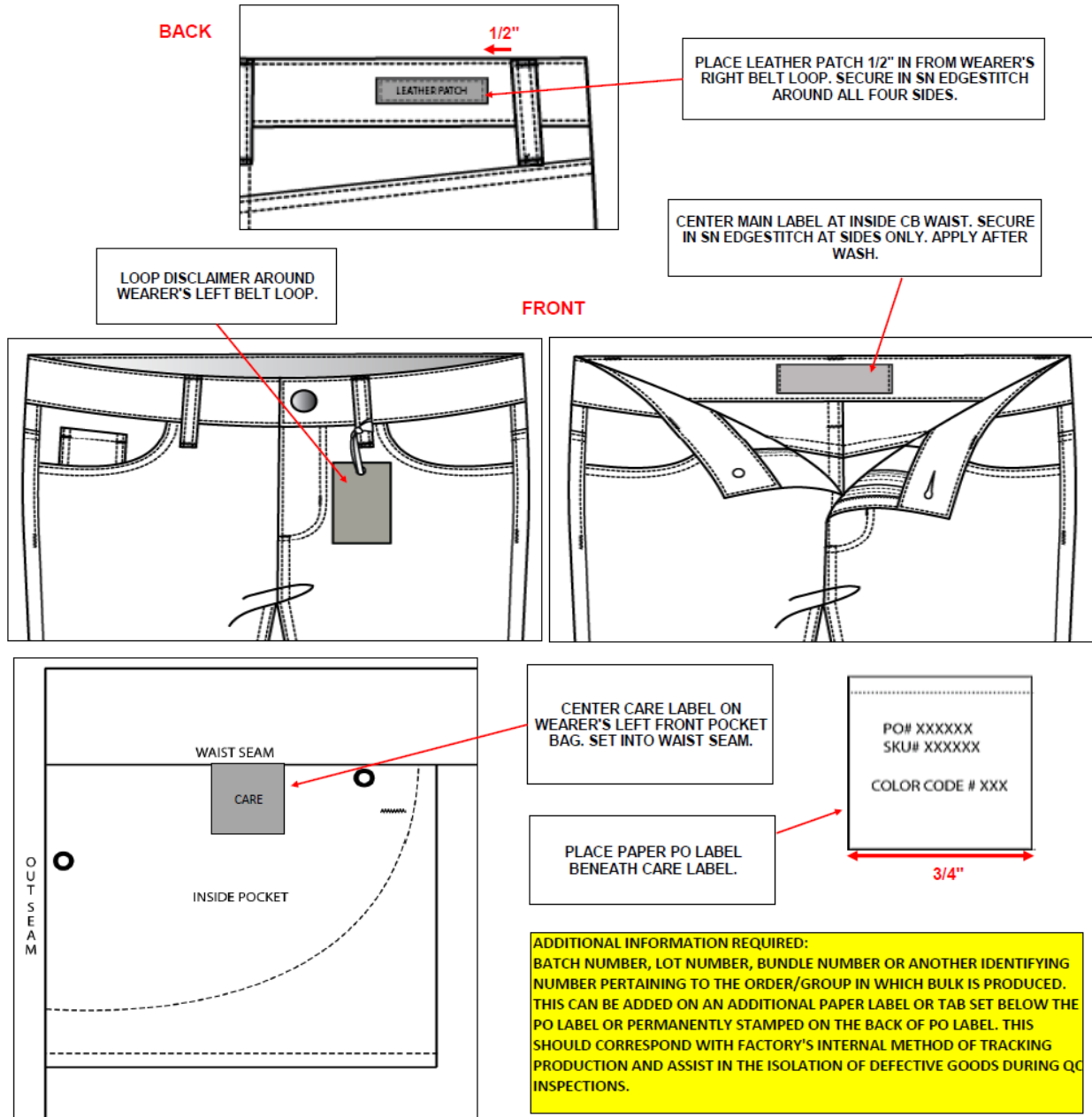
LOOP AROUND WEARER'S LEFT FRONT BELT LOOP

ADDITIONAL INFORMATION REQUIRED:
 BATCH NUMBER, LOT NUMBER, BUNDLE NUMBER OR ANOTHER IDENTIFYING NUMBER PERTAINING TO THE ORDER/GROUP IN WHICH BULK IS PRODUCED. THIS CAN BE ADDED ON AN ADDITIONAL PAPER LABEL OR TAB SET BELOW THE PO LABEL OR PERMANENTLY STAMPED ON THE BACK OF PO LABEL. THIS SHOULD CORRESPOND WITH FACTORY'S INTERNAL METHOD OF TRACKING PRODUCTION AND ASSIST IN THE ISOLATION OF DEFECTIVE GOODS DURING QC INSPECTIONS.

- Girl's
- Longs



o Girl's Shorts





Chapter 3	Section Name:	Section #:	Page:
Private Labels	Label Placement Requirements	3.02	29 of 29

Paper Care Label Requirements

- General
 - Paper care labels are permitted on domestic garments. Permission to use paper care labels on any other garments must be obtained from buyer.
 - A sample of care label must be submitted and approved by buyer prior to production. Vendor is responsible for ensuring all information on the label is accurate and all required information is present. Approval of label does not imply that Tillys assumes liability for the accuracy of variable information such as fiber content, care instructions, or country of origin.
 - All preferred fiber contents (recycled, reclaimed, organic) for the products must be specified on the content label (always) and hang tag (if requested by Tillys). For example, if a garment is 50% recycled cotton and 50% cotton, it must be specified as such. Approval of a label content statement is not an indication that Tillys has independently verified the claim or agreed to assume liability for the accuracy of the labeled fiber content. Vendor shall follow the correct chain of custody and must provide appropriate certification and/or testing for all preferred fiber content claims, in accordance with the Vendor Environmental Impact Agreement.
 - If any of the specified placements impede the functionality or aesthetics of the garment, please bring to the attention of the buyer.
- Placement
 - Dresses: Care label is placed on the wearer's left side seam, approximately 12" down from armhole.
 - Tops: Care label is placed on the wearer's left side seam, approximately 4 ½" up from bottom edge.
 - Bottoms: Care label is placed on the wearer's left side seam, approximately 4 ½" down from bottom of waistband or edge.
 - Outerwear: Care label is placed on the wearer's left side seam, approximately 4 ½" down from armhole.
 - Other garment types or exceptions: For any garments that do not fit into the above parameters, or where the above described placements are unattainable, please consult with buyer.



Chapter 4	Section Name:	Section #:	Page:
Distribution Center Policies	Damaged or Defective Merchandise Policy	4.01	1 of 1

DAMAGED OR DEFECTIVE MERCHANDISE POLICY

To save time and money for both the vendor and Tillys, we have streamlined the processing of damaged or defective merchandise items received from vendors when the number of such units is minimal. In such cases, Tillys will implement a payment adjustment policy rather than contacting the vendor for a return authorization.

Tillys will offset the cost of damaged or defective items against the corresponding vendor invoice when processing the payment, which will automatically reduce the payment for a vendor's invoice by the unit cost for each damaged or defective item received, up to an amount of 5 units per purchase order or style. Tillys will identify the offset amount on the remittance sent to the vendor and donate the damaged or defective items to charity. If the number of damaged or defective items exceeds 5 units, Tillys will continue the current process of contacting the vendor and requesting a return authorization number for the items. Tillys will then return these items to the vendor and adjust the remittance amount accordingly.

Tillys believes this policy will benefit both itself and its vendors as it will expedite the processing of confirming merchandise and reduce the time and costs of adjustments for shipments when dealing with a small number of damaged or defective units. All inquiries related to payment adjustments should be directed to Tillys Corporate Office and Distribution Center Accounts Payable Department located at 10 Whatney, Irvine, CA 92618. Phone: (949)609-5599, Fax: (949)609-5500.

Note – this policy does not apply to merchandise in the jewelry, hair and sunglasses classifications as these products are subject to a separate damage allowance.