

Thank you for choosing Gene's Costumes!

Please have your director or person in charge of costumes for your show initial next to each item listed below.

_____ Permanent alterations of any kind are not permitted; this refers to cutting or removing any part of the costume and includes machine stitching. You may pin, hand stitch, tack or take in or let out existing hems. Do not use hot glue or fabric glue to alter costumes or embellish. Tape of any kind is NOT an acceptable method to temporarily hem or take in our costumes.

_____ Do not write on tags or on costumes to identify the wearer. You may use masking tape with names written in regular pen (NOT markers of any kind). All tape must be removed before returning your costumes. Failure to do so may incur a service charge.

_____ All pins and/or temporary alterations must be removed before you return costumes. Failure to do so may incur a service charge.

_____ Please inform us of any rips, tears, malfunctioning zippers and the like.

_____ We are willing to exchange ill fitting costumes. However, if original costumes are not given back at the time of exchange, you will be charged for all costumes that remain out of our inventory. Costumes assigned and not being used must be returned to us BEFORE the run of your show.

_____ No eating or drinking in costumes (except water). Please have your cast eat before changing into costumes for performances.

_____ Please be mindful of excessive makeup. If excessive cleaning is required, it is possible that we may charge a fee.

If at any time you have questions regarding your costume rentals or your show, please contact us. We are always willing to help!

Best of luck with your performance!

Sincerely,

Gene's Costumes Staff.