

## Guide to taking measurements

This is an important guide on how to take costume measurements. Please read thoroughly and follow the instructions to the letter in order to avoid inaccuracy, as we want to avoid any problems later in the costume making process. Let's face it - you want to look good in your costume when you're on stage!

Please use a dressmaker's or sewing tape measure - do not attempt to take your measurements using a builder's metal tape measure or a ruler! When measuring, always keep two fingers between the tape and the body. If a particular measurement is not an exact number, always round it up to the nearest ½ cm or ¼ inch.

**Do not swap between centimetres and inches as you fill in the chart.** *1 cm = 0.39 inch. 1 inch = 2.54 cm.*

If you have any physical ailments, disabilities or physical shaping that might affect the hang / wear of the costume, please tell us by writing in the blank space on the measurement chart, e.g. very rounded shoulders; curved back; broken arm. Please be extremely accurate - over-optimism causes grief in Wardrobe!

### GENTLEMEN

#### Height

Remove your shoes and stand with your back against a wall. Ask someone to mark the top of your head lightly against the wall and then take the measurement from the mark to the floor.

#### Head Circumference

Start in the middle of your forehead at the level where you would naturally wear a hat. Take the tape 360 degrees around your head until it meets back in the middle of the forehead.

#### A | Chest

Start at the side of the body, level with the fullest point of the chest line, and then measure 360 degrees around the body until it meets back at the side where you started.

#### B | Natural Waist

Start the tape at the side waist and measure 360 degrees around the widest part of the belly.

#### C | Hip

Start the tape at the side of the body where you can feel the hip bone. Take the tape 360 degrees across the other hip bone and meet back where you started.

#### D | Neck

Starting at the front centre of the neck, pass the tape around the neck until it meets at the front centre again.

#### E | Inside Leg (no shoes)

Remove any footwear. Start the tape measure on the inside of the leg where it joins the body, then follow the leg until the tape meets the floor.

#### F | Across Back

Start the tape on the left, at the point where the shirt seam is, at a level halfway between the shoulder and the underarm, and then take the tape across to the equivalent point on the right.

#### G-B | Nape to Waist Front

Start the tape at the top of the spine where you can find a more pronounced bone, just before it becomes the neck. Run the tape measure down across the breast at the widest point of the chest, and then continue the tape straight down from the chest point to the waist level. Do not take the tape to the centre of the waist.

**G-H | Nape to Waist Back**

Start from the same pronounced bone, as above, and run the tape measure down the spine to the waist.

**G-J | Nape to Shoulder**

Wear a shirt of the correct size. Start from the same pronounced bone, and measure out along the shoulder to the point where it meets the seam of the shirt.

**G-J-K | Nape to Shoulder to Elbow**

When taking this measurement lift your arm upwards and bend your elbow. This gives a much more accurate result. Start the tape at the nape as before. Run the tape along the shoulder and down the outside of the arm, and finish at the pointiest part of the elbow, before it curves back in to form the forearm.

**G-J-K-L | Nape to Shoulder to Elbow to Wrist**

As above, but continue the tape on past the elbow and then on to the point where the hand joins the arm, just below the wrist bone.

**G-Q | Nape to Ground (no shoes)**

Remove any footwear. Start from the same pronounced bone and drop the tape to the floor.

**H-Q | Waist to Ground (no shoes)**

Remove any footwear. Hold the tape measure at the waist on the side of the body. Run the tape down the outside of your leg to the floor.

**H-I | Body Rise**

Start the tape in the middle of the back at the waistline. Drop the tape to the floor, then take the measurement to where the inside leg joins the body. Don't curve the tape around the bottom.

**H-S | Waist to Knee**

Hold the tape at the waist on the outside of the body, and measure down past the hip and thigh, to the knee.

**L | Wrist**

Take the measurement 360 degrees around the wrist bone.

**M | Forearm**

Take the measurement 360 degrees around the widest part of the forearm, just below the elbow. No need to tense your muscles for this, but don't forget the two finger rule!

**N | Upper Arm**

Take the measurement 360 degrees around the widest part of the upper arm, halfway between your elbow and your armpit. Tense your muscles for this measurement.

**O | Around Thigh**

Take the measurement 360 degrees around the widest part of your thigh. Do not tense your muscles for this.

**P | Around Calf**

Take the measurement 360 degrees around the widest point of your calf. Do not tense your muscles for this.

**R | Around Ankle**

Take the measurement 360 degrees around the ankle bone.

**S | Around Knee**

Take the measurement 360 degrees around the knee.

**Suit Jacket**

Please be as accurate as possible. If you are between sizes, list the one you buy most regularly - err on the side of caution if you are in doubt i.e. if you are between size 42 and 44, put down 44, as it's easier to reduce a costume in size. Please state whether you are short, medium or long fitting.

**Suit Trouser**

Your normal suit trouser size. In the UK, this is waist size and leg length, and short, medium or long fitting.

**Shoe size**

If possible, please supply this in English shoe sizes. If not, European sizes are preferable to American, as all shoes will be purchased in the UK. Please let us know if you require a normal, wide or extra-wide fitting.

### **Collar Size**

Please supply the shirt collar size you normally wear. We will make an allowance for the fact that singers' necks expand when singing, so when necessary, we will provide shirts that are larger than your norm.

## **LADIES**

### **Height**

Remove your shoes and stand with your back against a wall. Ask someone to mark the top of your head lightly against the wall and then take the measurement from the mark to the floor.

### **Head Circumference**

Start in the middle of your forehead at the level where you would naturally wear a hat. Take the tape 360 degrees around your head until it meets back in the middle of the forehead.

### **A | Bust**

Start at the side of the body, level with the fullest point of the bust line, then measure 360 degrees around the body until it meets back at the side where you started. At the front of the body, the tape measure should sit across the centre bust points.

### **B | Under Bust**

Hold the tape measure at the side of the body, level with the bottom of your bra, and run it under the cups right around the body until you get back to the beginning of the tape.

### **C | Waist**

Start the tape at the side waist and measure 360 degrees around the widest part of the belly.

### **D | High Hip**

Begin with the tape at the side of the body where you can feel your hipbone. Run the tape 360 degrees around the body at that level, until you get back to the start.

### **E | Hip**

Start the tape at the side of the body in line with the widest point of your bottom. Take the tape 360 degrees around your bottom, until the tape meets back where you started.

### **C - H | Body Rise**

Start the tape in the middle of the back at the waistline. Drop the tape to the floor, then take the measurement to where the inside leg joins the body. Don't curve the tape around the bottom.

### **F - C | Nape - Waist Back**

Start the tape at the top of the spine where you can find a more pronounced bone, just before it becomes the neck, and run the tape measure straight down the spine to the waist level.

### **F - A | Nape - Bust Point**

Start from the same pronounced bone, as above. Bring the tape measure down to the centre bust point.

### **F - A - B - C | Nape - Waist Front**

Start from the same pronounced bone. Run the tape measure over the neck, down across the breast at the widest point of the chest, and then continue the tape straight down (vertically) from the chest point to the waist level. Do not take the tape to the centre of the waist. *See the diagram for an illustration.*

### **F - J | Nape - Shoulder**

Wear a shirt of the correct size. Start from the same pronounced bone, and measure out along the shoulder to the point where it meets the seam of the shirt.

### **F - J - K | Nape - Shoulder - Elbow**

When taking this measurement lift your arm upwards and bend your elbow. This gives a much more accurate result. Start the tape at the nape as before. Run the tape along the shoulder and down the outside of the arm, and finish at the pointiest part of the elbow, before it curves back in to form the forearm.

### **F - J - K - L | Nape - Shoulder - Elbow - Wrist**

As above, but continue tape on past elbow, to the point where the hand joins the arm, just below wrist bone.

**G | Across Back (armhole to armhole)**

Start the tape on the left, at the point where the shirt seam is, at a level halfway between the shoulder and the underarm, and then take the tape across to the equivalent point on the right.

**C - M | Waist - Ground (no shoes)**

Remove footwear. Run the tape from your waist (side of your body), down the outside of your leg, to the floor.

**F - M | Nape - Ground (no shoes)**

Remove any footwear. Start from the same pronounced bone and drop the tape to the floor.

**N | Neck**

Starting at the front centre of the neck, pass the tape around the neck until it meets at the front centre again.

**O | Upper Arm**

Take the measurement 360 degrees around the widest part of the upper arm, halfway between your elbow and your armpit. Tense your muscles for this measurement.

**P | Forearm**

Take the measurement 360 degrees around the widest part of the forearm, just below the elbow. No need to tense your muscles for this, but don't forget the two finger rule!

**L | Wrist**

Take the measurement 360 degrees around the wrist bone.

**Bra size**

This can be in UK or European sizes, and is the normal size you wear every day i.e. 34C, 32A etc.

**Dress size**

Please be as accurate as possible. If you are between sizes, list the one that honestly fits best. It's always better to err on the side of caution if you're unsure i.e. if you are between size 10 and 12, put down 12, as it's easier to reduce a costume in size rather than increase one that's too tight.

**Trouser size**

Many people find they are between sizes. This is common where your waist is small for your hip size. If you are size 14 hip, but size 12 waist, put 14 on the chart; we can adjust the waist to fit when you arrive. It is easier to reduce the size of a costume than increase it. Please state whether you are a short, medium or long leg length.

**Shoe size**

If possible, please supply this in English shoe sizes. If not, European sizes are preferable to American, as all shoes will be purchased in the UK. Please let us know if you require a normal, wide or extra-wide fitting.

**Chest**

Start where your right arm meets your body, 2 cm forwards from the centre of your underarm. Take the tape measure across the chest, above the bust, and finish at the same point on your left arm.

**Scye depth**

Measure from nape (pronounced bone) vertically down to the point level with your underarms.

**Nape to side neck**

Measure from the pronounced bone at the top of the spine, to the point where your neck and shoulder meet.

**Ankle**

Take the measurement 360 degrees around the ankle.

**Waist to Hip**

Start on the side of the waistline. Measure over the curve of your hip down to the widest part of your bottom.

**Thank you for taking the time to fill in the form carefully!**