

Ticketing:

SYMS appreciates your effort to provide merchandise ready for our selling floor for distribution to our stores. As you apply tickets by size to merchandise destined for **SYMS**, please follow these placement guidelines.

SYMS Ticket Placement Guidelines:

Merchandise Type : Women's Apparel

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Dresses, Coats, Outerwear	3" plastic	Bottom of inside left sleeve at seam in edge of sleeve lining
Blazers/Jackets	3" plastic	Bottom of inside left sleeve at seam in edge of sleeve lining
Ladies Bottoms	3" plastic	Left seam just below waistband
Womens Plus Size Slacks	3" plastic	Back seam just below waistband
Hanging Tops/Shirts/Vests	3" plastic	Bottom of inside left sleeve at seam in edge of sleeve lining
Sleeveless Tops & Tank Tops	3" plastic	Top of left side at seam
Loungewear/Sleepwear Tops/Sets	3" plastic	Bottom of inside left sleeve at seam in edge of sleeve lining
Loungewear/ Sleepwear Bottoms	1" plastic	Front left seam of waistband
Lingerie	3" plastic	Top of inside left side at seam in edge of sleeve lining
Swimwear	3" plastic	Top of left side at seam
Packaged/Folded Tops	sticker	Bottom right hand corner of package
Knit Turtlenecks	1" plastic	Through label in neck
Bras	1" plastic	Top of left side seam
Hanging Panties	1" plastic	Left side seam just below waistband
Packaged Briefs	sticker	Upper right hand corner of package
Handbags	3" swiftach	Through ornamentation on handle

SYMS Ticket Placement Guidelines:

Merchandise Type : Mens Apparel

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Coats, Sport Coats	3" plastic	On left sleeve at 3 rd button
Suit/Tuxedo Jacket	3" plastic	On left sleeve at 3 rd button
Suit/Tuxedo Pants	1" plastic	Front left seam of waistband, under first belt loop
Dress Slacks	1" plastic	Front left seam of waistband, under first left belt loop
Outerwear	3" plastic	Bottom of inside left sleeve at seam in edge of sleeve lining
Warmup Suits	3" plastic	Bottom of inside left sleeve at seam in edge of sleeve lining
Hanging underwear	1" plastic	Front left seam of waistband
Lounge pants/Active bottoms	1" plastic	Front side seam of waistband
Packaged Underwear	sticker	Upper right hand corner of package/Do not cover size
Casual Slacks, Jeans, Shorts	1" plastic	Front left seam of waistband, under first left belt loop
Swimwear	1" plastic	Front left seam of waistband
Dress/Sport Shirts	1" plastic	Through 3 rd buttonhole from collar
Hanging Sport Shirts	3" plastic	Left sleeve near vendor's hangtag
Sweaters and Knits	1" plastic	Through label in neck
Turtleneck/Mockneck	1" plastic	Right hand neck seam of garment
Packaged PJs	sticker	Upper right hand corner of package
Hanging Robes	3" plastic	Bottom left sleeve of garment
Packaged Robes	1" plastic	Oval ticket through label in neck
Ties	1" plastic	Through brand label on back
Cummerbund/Formal Vest Sets	sticker	Upper right hand corner of box
Cummerbund/Tie Sets	sticker	Upper right hand corner of box

SYMS Ticket Placement Guidelines:

Merchandise Type : Mens Apparel, con't

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Tie / Hanky Sets	sticker	Upper right hand corner of box
Handkerchiefs – 6/13 pk.	sticker	Upper right hand corner of box
Belts	3" swiftach	Through first hole from buckle
Dress Shirt/Tie Sets	sticker	Lower right hand corner of box

SYMS Ticket Placement Guidelines:

Merchandise Type : Mens and Ladies Accessories

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Scarves	1" plastic	Through brand label
Pocket Squares	1" plastic	Through fabrication label
Hats	1" plastic	Inside through label
Gloves	1" plastic	Inside through fabrication label
Pantyhose/Tights	sticker	Upper right hand corner of package
Socks	sticker	Right hand front of label
Jewelry/Watches	sticker	Right hand corner on bottom of box
Wallets	sticker	Inside of wallet
Hosiery	sticker	On right hand side of label in front
Sunglasses	1" swiftach	Through nose piece of glasses
Garment bags	sticker	Upper right below window

Merchandise Type : Fragrances / Gift Items

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Colognes	sticker	Centered on bottom of box
Gift Sets	sticker	Upper right hand corner of box

Merchandise Type : Domestic

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Pillows	1" plastic	Through upper right hand corner of package front
Sheets Sets	sticker	Upper right hand corner of package front
Bed in a Bag	1" plastic	Through upper right hand corner of package front
Rugs	1" plastic	Through front lower right hand corner
Washcloths	1" plastic	Through front lower right hand corner
Towels	1" plastic	Through brand label

Merchandise Type : Luggage

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Duffle Bags	swiftach	Through handle
Suitcases	swiftach	Through handle
Attaches	swiftach	Through handle
Portfolios	swiftach	Through handle

SYMS Ticket Placement Guidelines:

Merchandise Type : Infants Apparel

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Layette – Boxed	sticker	Upper right hand corner of box / Do not cover size information
Layette – Hanging	3” plastic	Bottom of inside left sleeve at seam
Layette – Bibs	1” plastic	Left hand side at neck
1 Piece – Hanging	3” plastic	Bottom of inside left sleeve at seam
2 Piece Sets	3” plastic	Bottom of inside left sleeve at seam
Tops	3” plastic	Bottom of inside left sleeve at seam
Bottoms	3” plastic	Left seam just below waistband
Dresses	3” plastic	Bottom of inside left sleeve at seam
Outerwear	3” plastic	Bottom of inside left sleeve at seam

SYMS Ticket Placement Guidelines:

Merchandise Type : Toddlers Apparel

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Tops	3” plastic	Bottom of inside left sleeve at seam
Bottoms	3” plastic	Left seam just below waistband
2 Piece Sets	3” plastic	Bottom of inside left sleeve at seam
Dresses	3” plastic	Bottom of inside left sleeve at seam
Outerwear	3” plastic	Bottom of inside left sleeve at seam

SYMS Ticket Placement Guidelines:

Merchandise Type : Girls Apparel

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Tops	3" plastic	Bottom of inside left sleeve at seam
Bottoms	3" plastic	Left seam just below waistband
2 Piece Sets	3" plastic	Bottom of inside left sleeve at seam
Dresses	3" plastic	Bottom of inside left sleeve at seam
Outerwear	3" plastic	Bottom of inside left sleeve at seam

SYMS Ticket Placement Guidelines:

Merchandise Type : Boys Apparel

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Tops	3" plastic	Bottom of inside left sleeve at seam
Bottoms	3" plastic	Left seam just below waistband
Outerwear	3" plastic	Bottom of inside left sleeve at seam
Packaged Dress Shirts	sticker	Lower right hand side of package above brand label
Ties	1" plastic	Though brand label on back
Belts	3" swiftach	Through first hole from buckle
Suit/Tuxedo Jackets	3" plastic	Bottom of inside left sleeve through sleeve lining
Suit/Tuxedo Pants	1" plastic	Front left seam of the waistband under first left belt loop
Sport Coats	3" plastic	Bottom of inside left sleeve through sleeve lining

SYMS Ticket Placement Guidelines:

Merchandise Type : Childrens Accessories

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Socks	sticker	Right hand front of label / Do not cover size on pkg
Tights	sticker	Upper right hand side of package / Do not cover size on pkg
Gloves	1" plastic	Inside through fabrication label
Scarves	1" plastic	Through loop brand label
Hats	1" plastic	Inside through label
Umbrellas	3" swiftach	Ticket attached around base of handle
Easter Hats	1" plastic	Inside on band through label
Underwear	sticker	Upper right corner / Do not cover size on pkg.

Merchandise Type : Shoes

SYMS tickets are attached separately from any other manufacturer or vendor tags

Category	Attachment	Ticket Location
Shoes - Hard sole	sticker	On sole of each shoe below heel
Shoes - Rubber sole	3" swiftach	Through ornamentation on right shoe
Shoes –No ornamentation	sticker	Inside both shoes on heel
Sneakers	3" swiftach	Through first eyelet on right shoe or tab on back or tongue