

Apthorp Cleaners

CLEANING INSTRUCTION FORM

(Please Include with Pick Up)

Customer Information:

Name: _____ Cell Phone: _____

Address: _____ Phone- Day: _____

_____ Apt# _____ Phone- Eve: _____

Email: _____ @ _____ . _____

Delivery Instructions: Doorman Package Room Housekeeper Other: _____

Garment Information and Instructions

For cleaning:

Qty	Garment Type (ex. suits, pleated skirts, slacks, sweaters, etc)
_____	_____
_____	_____
_____	_____
_____	_____

For tailoring – please mark garment or call Debra at 212-787-7182 for an in home fitting:

Qty	Garment Type (ex. suits, pleated skirts, slacks, sweaters, etc)
_____	_____
_____	_____
_____	_____
_____	_____

For laundering - please note special services- ex. starch, no starch, hanger, boxed, etc:

Qty	Garment or Item type (ex. shirts, bed or table linens, lingerie, etc.)
_____	_____
_____	_____
_____	_____
_____	_____

Special Instructions / Requests / Additional Information: _____

Signature: _____ Date: _____