

NATIONAL FFA ORGANIZATION

Jacket Sales and Measuring Frequently Asked Questions

OFFICIAL FFA JACKETS ARE NOT RETURNABLE OR REFUNDABLE

The official FFA jacket is a personalized item and cannot be returned or replaced. A new jacket must be ordered for jackets that are ordered too small, too large or lettered incorrectly by the advisor, student, or parent.

OFFICIAL JACKET POLICY

FFA jackets are sold to and are to be used by active constitutional FFA members only. If a jacket is given or sold to a nonmember, the emblems and lettering must be removed.

I AM A PAST FFA MEMBER. CAN I ORDER AN OFFICIAL JACKET AS A KEEPSAKE?

The official FFA jacket can only be ordered and worn by current FFA members. We offer additional FFA apparel and merchandise that can be worn or displayed to show your support of FFA.

OFFICIAL JACKET DESCRIPTION

The jacket is made of 100 percent domestic cotton, "national blue" corduroy with a concealed zipper, slash welt pockets, adjustable brass buckle tab waist, inside pockets and double-needle stitching for durability. Matching Swiss-embroidered emblems are on the front and back in "national blue" and "corn gold."

DOMESTIC OR IMPORTED

We offer both domestic and imported jackets. All fabric is made of 100 percent U.S. cotton and is either assembled domestically at Universal Lettering Company or with our agent overseas. All jackets are inventoried and lettered at Universal Lettering Company and are pulled randomly from stock. If you require a domestically assembled jacket, you can select the "Domestic Jacket Required" box on the jacket order form for an additional \$15 charge.

JACKET FIT

Carefully reading the instructions on how to order jackets is imperative. Due to the change of the jacket fit in the Fall of 2005, you **will not** be able to use old fit jackets to determine what size to order, as the old jackets are not cut in the same way as the new ones. In general, if a student is of average weight and height, you will only need to measure their chest/bust and order the corresponding size.

JACKET SIZES

Male jackets (Item 100) are available in sizes 28-56. Female jackets (Item 103) are available in sizes 28-50.

ORDERING INSTRUCTIONS

FFA offers two standard jacket styles: Item 100, tailored for the average male (5'10"), and Item 103, tailored for the average female (5'5"). The charts on the jacket fitting guide are for standard jackets and provide the actual body measurements and physical jacket measurements by size for both males and females. If your student is of average weight and height, simply measure their chest/bust and order the corresponding size. If you have any doubt whether you are ordering the correct size, simply take a few more measurements and determine if the measurements are the same as the body measurements for that size (see jacket fitting guide).

If you find that they are not, check the actual jacket measurements to see if there will be enough room to account for the discrepancy or whether you should order a size larger for a more comfortable fit. If you have any questions, please contact one of our customer representatives for help. Follow the instructions and illustrations carefully! **Do not guess!** Official jackets **cannot** be returned, exchanged or credited.

JACKET FRONT LETTERING

Official jackets are lettered on the front with computerized embroidery. When ordering, include your full name and the latest FFA office held with date. Dates will be used only when you specify an FFA office. Only one office can be used.

JACKET BACK LETTERING

List your state name (which will be above the emblem) and your chapter name (which will be below the emblem). Back lettering cannot be re-lettered, so take extra care when ordering.

FRONT RE-LETTERING

FFA offers the service of changing jacket lettering. Only the front of the official jackets can be re-lettered. Relettering orders will be processed on a first-in, first-out basis. Some older jackets made of lighter material cannot be re-lettered and will be returned to you at no charge. To have a jacket re-lettered, please send the jacket along with the following information typed or written on a sheet of paper: <u>Re-lettering form</u>.

Name, street address (not a P.O. Box) and valid telephone number Chapter name, ID number and advisor's name What you want removed from the jacket What you want added to the jacket Your payment: check, money order or school purchase order number* Make checks or money orders payable to Universal Lettering \$24 for regular four-week re-lettering \$34 for **rush** two-week re-lettering

Every re-letter must have payment to process

Send your jacket with your payment and re-lettering instructions to: Universal Lettering Co. Attn: Re-lettering 1197 Grill Road Unit B Van Wert, OH 45891