

# Production by Black Moda Oy

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## 1. General description of production

This information package outlines the production process for tricot items. We also produce bathrobes, towels, bed sheets, knitted fabrics wear and hosiery. More about those items can be received by request.

Minimums for other than tricot products:

- bathrobes 200 pieces
- hand towels 1200 pieces or bath towels 500 pieces
- duvets 200 pieces
- hosiery from 300 to 2000 pieces

Above minimums are according to basic products. If design has special request, minimums should be verified prior to the production process.

Our factory, Cottonhouse Lda, is situated in Northern Portugal, in the village of Ponte de Lima.

European-based manufacturing increases product safety and ethicalness.

We are specialised in a variety of tricot products from daywear to nightwear as well as in children's garments. We are a Turnkey solution provider and offer tailor-made manufacturing for our customers wishing to produce their own designs. We hold the Oeko-Tex 1 and Oeko-Tex 2 certificates. Each product and manufacturing process is its own entity. Oeko-Tex 100 certificates should be applied for separately each time as achieving it is not automatic.

Our extensive knitted fabric range includes, for example, printed, jacquard, striped and solid color tricot fabrics with a variety of structures and textures. Available materials include single jersey, interlock, rib stitch, American and Italian fleece, to mention a few. We can also add to our range to suit the customer's needs. The manufacturing process is organised according to the customer's instructions.

The material selection is also a vast one, including cotton, GOTS-certified organic cotton, viscose, linen, modal, and many others. In printing, we specialise in rotary and digital printing. The knitted fabric-based fabrics can be enhanced with a variety of finishings.

With the customer so requesting, we can provide estimated costs for each product prior to the order. It is only after the prototype is made that we can provide accurate prices. We hold the right to correct the pricing even after the sample is approved, or if there are changes to the products or the ordered quantities on the customer's behalf at a later date.

## 2. Minimums

**Sewing minimum is generally 300 units per item per colour, which should be verified with each product.**

Minimum unit numbers are product and colour specific. An item with the same design for adults and children are separate products, which have their own minimums.

Sewing minimums are affected by the knitted fabrics minimums:

- Solid color knitted fabrics - 60 kilograms

- Striped knitted fabrics - 100 kilograms
- Rotary printed knitted fabrics - 100 kilograms
- Digitally printed knitted fabrics - 100 meters
- Melange knitted fabrics - 250 kilograms
- Woven fabrics from 500 meters to 8000 meter

In some cases, e.g mélangé yarns, etc. fabric and colour minimums should be verified prior to the production process.

**We also provide surplus fabrics.**

- If ordered separately, the above minimum amounts apply.
- Delivery on the roll or on the bolt.  
(with bolt meaning folded book, Portuguese word o Livro. See description below)
  - Rolls are delivered directly from the production.
  - With bolts, the fabric is folded lengthwise and checked for faults. Small ones are marked with stickers and the larger ones removed. A bolt holds 10 metres of material. Producing it has a surcharge.

*If interested, we have a separate guide for more information about knitted fabrics.*

### 3. Production tolerance and defect

We aim to follow the customer's instructions in both, fabric and garment production. But the customer should understand and accept that there may be differences in knitted fabrics weights, widths and shrinkage between batches. In addition, there may be situations in which the produced quantity does not match the ordered one.

- We allow 15 grams of tolerance, which means that the actual knitted fabrics weight can be +/- **15 g/m<sup>2</sup>** of the ideal knitted fabrics weight.
- In fabric production the tolerance is +/- **10%** of the overall quantity.
- With garments the tolerance is +/- **10%** of the overall units.

Knitted fabrics may have faults, which can be removed, such as, small holes or printing errors. We do not accept faults covering the whole width of the fabric, unless they cannot be removed. When using the bolts, the large faults are removed, and the small ones clearly marked with stickers.

We compensate the faulty areas in the overall quantity so, the customer does not pay for the faults. Defects are marked with stickers and compensated, but in packing list only ordered amount is marked although faults are compensated in bolts.

Use of leftover material from production that may be clearly identifiable (for example a pattern) must be separately agreed with the customer.

### 4. Pricing

Prices include the materials, production process, basic labelling and packaging. Any special requests regarding packaging and possible accessories should be made clear to us before the prices are finalised. It may affect the prices if these are provided afterwards.

**The prices do not include VAT.**

Product prices do not include the delivery. Freight costs are billed in conjunction with the delivery from Portugal to the address provided by the customer. The customer chooses the

delivery method, which form the actual cost. The actual transportation costs are unavailable to us prior to the delivery.

More about freight options in section 10.

If the customer chooses to have samples sent by UPS the cost of these deliveries fall on the customer.

## 5. Orders

The order should list all the items and information, such as, materials, sizes, item codes, quantities and packing instructions. Orders should mention the billing information, delivery address and a target delivery time. Orders should also mention whether samples of the ordered items are needed. Details regarding accessories should be mentioned when placing the order.

Product images and ideas as well as size charts and material information should be provided together with the order.

- Each item should have a detailed product card. Product card should include an image of the finished item as well as an image of its structure, which should also be laid out in writing as detailed as possible.
- Each item should have a size chart provided, which should be clearly referenced in the product description card.
- Any wishes for the items to be certified, as mentioned in section 1, should be made clear in the order.

The customer is responsible for the correct product descriptions and instructing the production accordingly.

An order is always binding. After receiving an order from the customer, we assume that the terms and conditions written in this booklet are clear to both parties. Whether there are any changes made to the order and/or to the products after receiving the order, we hold the right to change the prices and the delivery time.

Modelling a design starts only after receiving the order.

## 6. Proto samples

We recommend ordering a prototype with each new product. In making the prototype we use material closest to the ordered product. The used colours are the ones in hand and may not match the colours chosen for the final product. The prototype is used for checking information about the item's proportions and stitching structures only. The cost of making a sample is double to the manufactured product but there are no other costs involved, excluding the delivery cost.

## 7. Knitted fabrics

This section lays out available knitted fabrics as part of garment production. We have a separate information package for those interested in ordering fabric rolls or bolts only.

- **Rotary printing**
  - We use reactive dye for its durability and ecological quality.
  - Print reports must be sent in correct sizes (64x64, 32x32, 16x16 etc.).
  - Every colour in a design has its own screen. The cost of the screen is not included in the product price but billed separately. The price for the screen is

determined by the level of detail in the printed design. The screens can be used multiple times, but it should be noted that certain dyes may need separate screens. For example, if one design has a black base and the other has a white one, then both designs need their own screens.

- The screens are stored in factory for about six months after the first use.
- hand prints are printed on similar base fabric that the ordered quality and one per colour. When the same colorway is made in different materials, only one hand print is made.

- **Digital printing**

- Printed on the chosen base, or on basic fabric available in factory.
- Best printing result is achieved on a white optical base. With other undertones the base colour may affect the printing result as discoloration.
- The image file is to be sent in actual size and as sharp as possible. File format .tiff, .jpeg or .pdf. Resolution at least 300 dpi.
- Production minimum is 100 meters.

- **Place printing**

- Place prints can be made with a screen or with digital printing.
- Using a screen means that each colour in a design has its own screen, which is not included in the product price but billed separately.
- The design should be sent to us in actual size and with layout instructions together with the order.

### **Hand print and colour testing**

Hand print is made according to the customer's instructions prior to the actual production process. The price for the hand print is included in the knitted fabrics price but for those hand prints, which do not end up being used in the manufacturing, are billed separately. The hand prints are used for checking report feed and colours only. It should be noted that the hand prints are made by hand, and therefore, do not entirely match the production sizes. The hand prints also lack finishing treatments and should not be used for colour testing, such as, colour fastness and durability during the washing process.

Colours used in rotary printing should be taken from Pantone, TPX, TPG or TCX colour charts. It is possible to copy the colours from a specific fabric, in which case, the used fabric patch should be delivered to us.

In some cases colours and yarns have their own chart from which the colours should be chosen.

It is possible to coordinate the colours between printed, monochrome and stripy designs. First, the colours are approved for the monochrome designs, and then, chosen tones will be coordinated to the other designs.

### **Sample roll**

It is possible to produce a sample roll of a certain design. The weight of the sample roll is approximately 20 kilos. It should be noted that the sample roll does not entirely match a finished production roll as the knitted fabrics treatments, shrinkage and colour release may vary. A sample roll can be used for making prototypes and garment samples or it can be delivered as it is. If the sample roll is used for samples, the customer should make use of the whole roll or have the rest delivered to them.

## 8. Accessories

Accessories can be chosen from a vast selection, including, embroidery, application, zippers, buttons, snap fasteners, label, etc. Even the smallest embellishment can be personalised to support the brand's visuals.

Our production is committed to following product safety standards such as SFS\_EN 14682, But we recommend our customers familiarise themselves with it during the design phase. For more information on the Finnish standards: [www.sfs.fi](http://www.sfs.fi)

## 9. Production

After approval of all the details concerning the wanted knitted fabricsteds fabrics (materials, colours, designs) we order the knitted fabricsteds fabrics according to the ordered quantities. The production of garments can only start after all the product details (prototype, accessories, size charts) have been approved by client.

**Product development and modelling should be done with care and reserve enough time for it.** It should be noted that the fit, colours, designs and fabrics are not always satisfactory on the first go. New products and fabrics should be tested carefully. It should also be noted that certain times of the year are busier than others resulting in longer delivery times. The peak times for our manufacturing are early summer and late autumn. We recommend our customers to start the product development a year before a planned product launch.

Delivery time for a renewed order is faster than for new products.

We use production coding, which enables us to track the produced batches at a later date. Each item has a label for care instructions and underneath this, another label with a number. This is for tracking a batch.

**Preferably there would be no changes to the order after the fabric and garment details have been confirmed but if it is absolutely necessary to do so, it may affect the price, delivery time and quantity.**

The overall production time is reliant on several things, such as, thread availability and supply times, knitted fabrics production time and time reserved for sewing and cutting, accessory deliveries and the capacity for production in the factories.

Also, the order quantity and repertoire affect the delivery time.

With each order, the production time is estimated and confirmed separately via email.

## 10. Delivery

It is up to the customer to choose the delivery method. We collaborate with Greencarrier, Varova and UPS.

Greencarrier and Varova are the cheaper transportation option for large quantities but the delivery time is 8-10 days. UPS is the faster option (approx. 5 weekdays) but somewhat more expensive. With UPS the customer has the option for tracking the delivery, with Greencarrier or Varova, there is no such option.

Transportation times are estimates and affected by the conditions on the roads. Faster service is possible for small quantities with UPS airmail, which takes 1-2 days and is the most expensive option.

With deliveries we use the guarantee of delivery called DAP (delivered at place). This means that Black Moda Oy is responsible for making and insuring the delivery all the way to the customer's assigned delivery address and billing the customer afterwards for the actual cost of the delivery.

For more information, please get in touch to make an appointment

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Linkedin

<https://www.linkedin.com/company/11367434/>

Facebook

<https://www.facebook.com/blackmodaoy/>

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