Sample review

01 / IDENTIFY AND MEASURE THE SAMPLE

For designers and product developers reviewing a physical sample. Use one form per sample revision. Compare against the agreed tech pack and measurement method; attach annotated photos.

Brand / style code / tech pack revision

Sample ID / revision / received date

Reviewer / review date

Sample size / color / units (cm or in)

01 Measurement conditions

State pre-wash or after-wash; record care cycle, conditioning and method reference

02 Compare with the agreed target

Use the tolerance agreed for each POM. Difference = actual minus target.

POM / method ref.	Target	Tolerance	Actual	Difference	Pass / revise

Measurement notes / attached measurement sheet reference

No default tolerance is implied. Add a separate measurement sheet if more POMs are required.

Sample review

02 / RECORD COMMENTS AND THE NEXT DECISION

03 Appearance and function

Review fit and movement, fabric hand feel and shade, seams and construction, decoration, wash effects, labels and packaging. Check against agreed references; record issues below.

Area / photo ref.	Observed issue + required change	Owner / due date

Features accepted for this sample revision / approved reference IDs

04 Review outcome

Choose one outcome; use the action log to explain any required revision.

Select an outcome

Next sample / open actions / written approval record reference

Reviewer name / date

Factory contact / response reference

A completed review form alone does not authorize bulk production. Agree the release separately.