



2024 Alteration Policy & Procedure

When a product is sent to MYL to have a problem fixed that was not the fault of MYL there will be a cost. The cost will be determined either from the Price List below or from a written Estimate.

- **NOTE: Alterations are done at Customer Request**
- MYL will not process any Alteration without a written Order. Must use an MYL Approved Order Form.
- MYL will not be responsible for anything that is not written on the Order form.
- All Alteration products must be clean and odor free.
- Alteration products must be folded & wrapped in plastic **before** our driver arrives at your location to pick up.
- All Alteration products must have drapery pins and screws removed.
- Alteration Estimates must be contingent on our actually seeing the product. Written Estimates may be given, but we reserve the right of refusal after products are received.

| CODE | DESCRIPTION | PRICE | UNIT |
|-------|---|----------|--------|
| ALU | Alter Length, Unlined | \$74.00 | W |
| ALL | Alter Length, Lined | \$92.40 | W |
| AL&W | Alter Length & Width | \$129.00 | W |
| FH | Face Hem | \$58.40 | W |
| RW | Re-Pleat Width | \$100.80 | W |
| CDW | Cut Down Width – No Re-Pleating – Lined or Unlined | \$134.20 | Side |
| JW | Join Width | \$134.20 | Side |
| R | Reline | \$120.00 | W |
| RL | Remove Lining | \$120.00 | W |
| ALPO | Alter Length – Lined – Push On | \$87.40 | W |
| ALPOU | Alter Length – Unlined – Push On | \$75.20 | W |
| CDWPO | Cut Down Width - Push On | \$120.00 | Side |
| RPO | Reline Push On | \$100.80 | W |
| RLPO | Remove Lining on Push On | \$100.80 | W |
| AWPO | Adding Widths to Push On | \$120.00 | Side |
| POCP | Change Pocket or Heading | \$67.80 | W |
| SB | Shorten Bedspread – Un-Quilted | \$451.60 | Ea |
| SDR | Shorten Dust Ruffle | \$451.60 | Ea |
| SHADC | Cut Down Shade – Rings Remain the Same | \$242.20 | Side |
| CBS | Change Balloon Shades | \$33.20 | Sq Ft |
| RRSC | Re-Rope Existing Shade (\$40.00 Minimum Charge) | \$34.20 | Ea Row |
| CDS&J | Cut Down Swag & Jabot | \$122.00 | Ea |
| RLS | Replace Lining on Swag or Jabot | \$133.40 | Ea |
| CROLL | Change Standard Lock Pulley to RollEase | \$278.40 | Ea |
| UR | Change Returns on Upholstered Boards | \$183.60 | Side |
| RLIV | Re-Upholster Existing Boards (All Fabric & Pad Removed by MYL) | \$91.60 | Ft |
| RLIVC | Re-Upholster Existing Boards (All Fabric & Pad Removed by Customer) | \$50.00 | Ft |
| CDUVW | Cut Down Width – Upholstered Valance | \$272.20 | Side |
| CDUVL | Cut Down Length – Upholstered Valance – no Trim or Band | \$80.00 | Foot |
| TAKE | Taking Apart an Existing Item for Something Else | \$191.80 | Hr |
| CDT | Cut Down Tablecloth | \$272.20 | Ea |
| SR | Hourly Shop Rate – (Use # Hours) | \$191.80 | Hr |