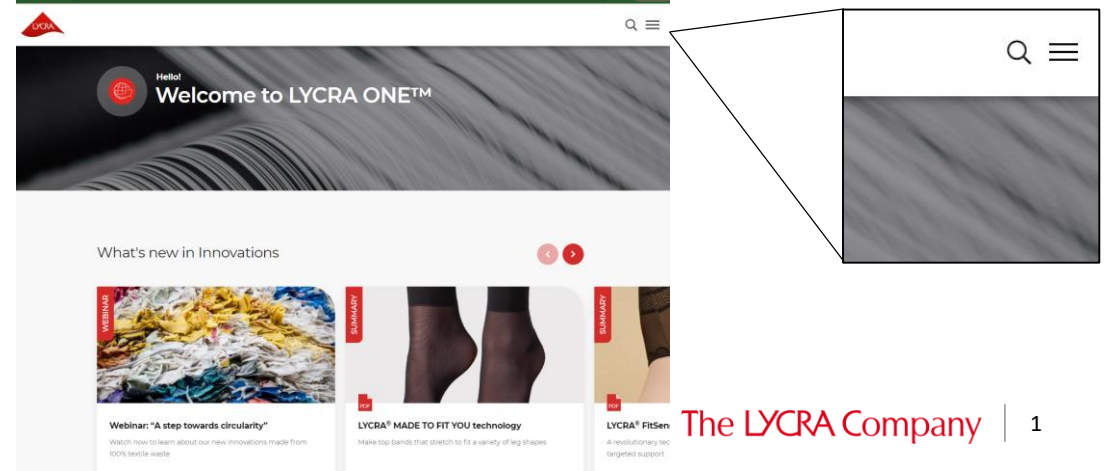
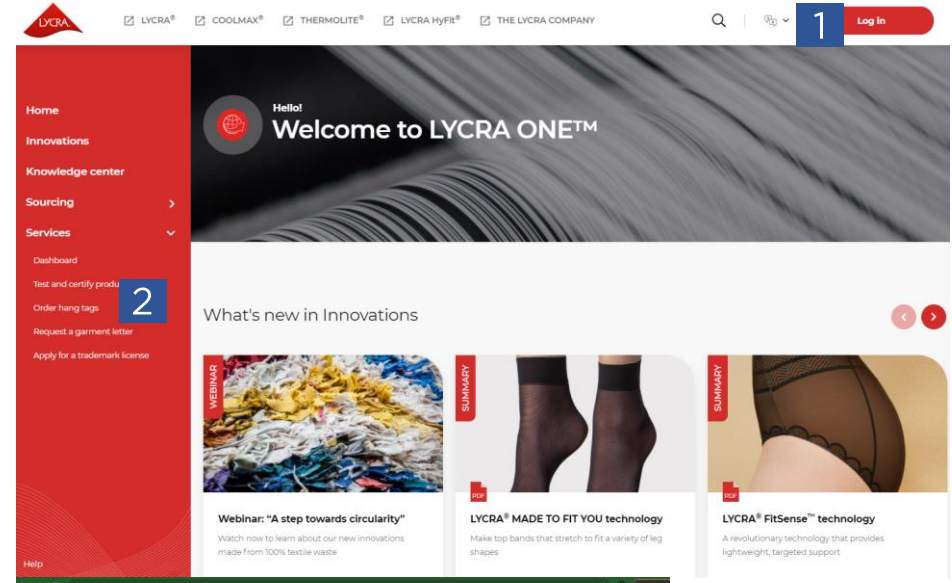


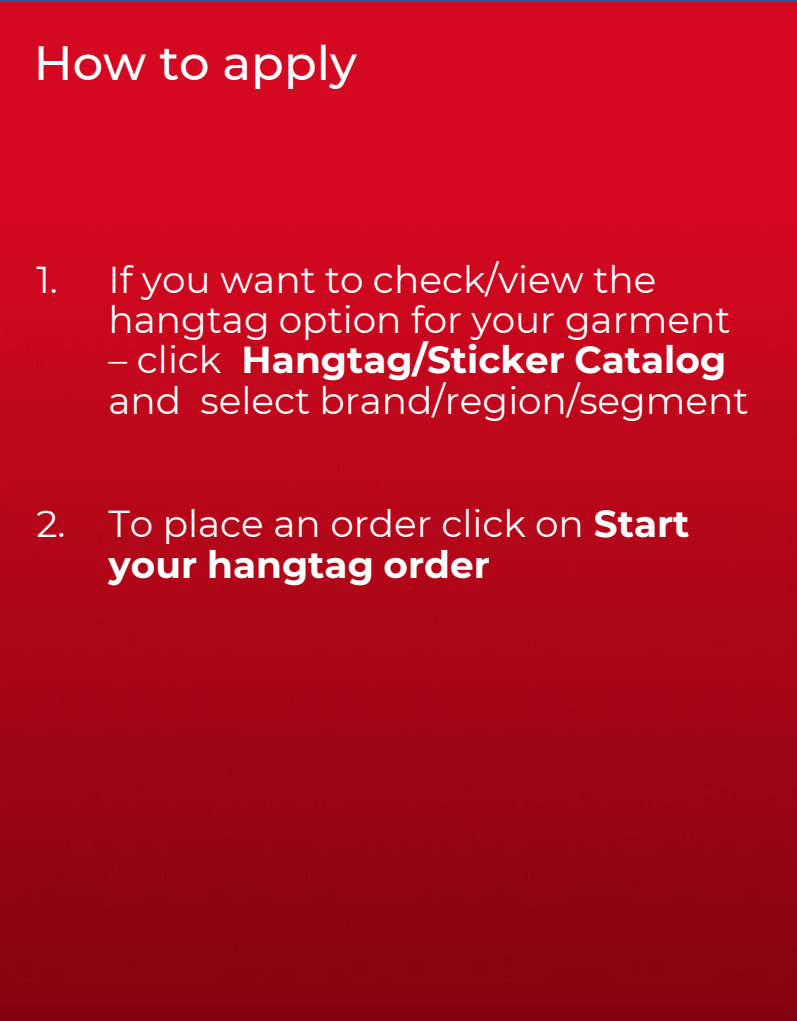
Get started

1. Log in LYCRA ONE™ portal
<https://one.lycra.com>

2. On the left-side navigation menu, click on **Services** and then **Order hangtags**

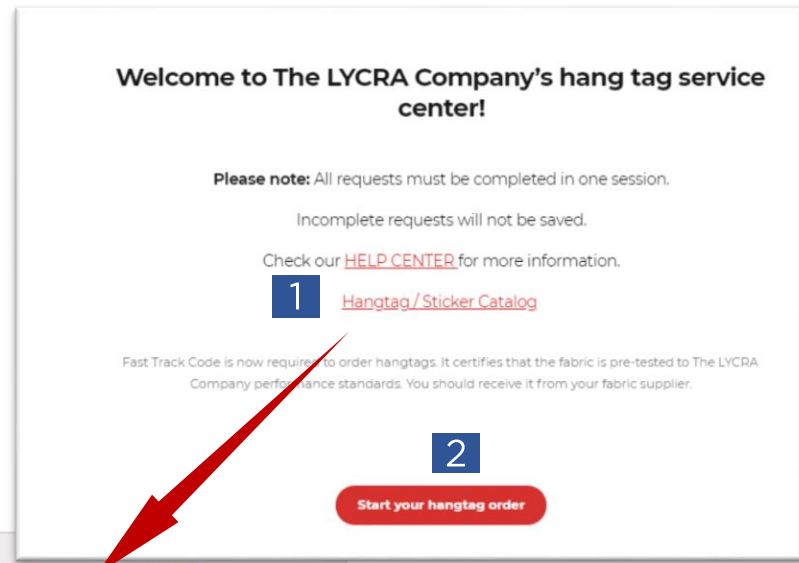
Note: depending on your device type, the navigation menu and the login button may be collapsed in the ☰ button on the top right corner of your screen.





How to apply

1. If you want to check/view the hangtag option for your garment – click **Hangtag/Sticker Catalog** and select brand/region/segment
2. To place an order click on **Start your hangtag order**



The LYCRA Company
[Login/Account Registration](#)

Hangtag Order Help

[Step-by-Step Ordering Guide \(PDF\)](#) [Hangtags Ordering Guidelines EAO](#) [Fabric Submission Guide](#) [Garment Letter Application Guideline](#)

Select the Brand and Region for the Hangtags to view.

Select Brand: LYCRA® Select Region: Europe Select Segment: Swimwear

[Clear Selection](#)

Click on the Hangtag Image for a larger view

Hangtag Reference Code	Description	Hangtag Image
LY-111-EU	LYCRA® brand for freedom of movement Width: 4.45cm /1.75 inch Height: 9.53cm /3.75 inch	
LY-111-W	LYCRA® brand for freedom of movement Width: 4.45cm /1.75 inch Height: 9.53cm /3.75 inch	

- # Garment details
- Garment segment** - click in the box and select from the drop down list
 - Garment product type** - click in the box and select from the drop down list
 - Garment retail region** - click in the box and select from the drop down list
 - Garment retail location** - click in the box and select from the drop down list
 - Garment brand name** - click in the box and type in name
 - Garment manufacturer**- click in the box and type in name
 - Click on **Next**

The screenshot shows a 'Garment details' form with the following elements:

- Garment segment ***: A dropdown menu with '- Select -' selected. Callout 1 points to the dropdown arrow.
- Garment product type ***: A dropdown menu with '- Select -' selected. Callout 2 points to the dropdown arrow.
- Garment Gender**: Radio buttons for 'Childrens', 'Mens', 'Unisex', and 'Womens'.
- Garment retail region ? ***: A dropdown menu with '- Select -' selected. Callout 3 points to the dropdown arrow.
- Garment retail location ?**: A dropdown menu with '- None -' selected. Callout 4 points to the dropdown arrow.
- Garment brand name ***: A text input field. Callout 5 points to the input box.
- Garment manufacturer ***: A text input field. Callout 6 points to the input box.
- Navigation**: A 'Back' button and a 'Next' button. Callout 7 points to the 'Next' button.

Fabric details – add a Fabric by using one of your saved fast track codes (for new FTC, go to [page 6](#))

1. Click on **Use a saved FTC**
2. Select one saved fabric and click **Apply**

Fabrics

You can add Fabric by creating new ones with your FTC or by using one of your saved fast track codes.

1

Use a saved FTC

My saved fast track codes

2

FTC reference	Name	Product style name	
FTC number Fiber component	FTC saved name Supplier Name Mill name	Tested fabric name	Apply
FTC number Fiber component LYCRA® fiber 12.0 %, Nylon / Polyamide 11.0 %, Polyester 77.0 %,	FTC saved name Supplier Name Mill name	Tested fabric name	Apply
FTC number Fiber component Nylon / Polyamide 52.0 %, LYCRA® fiber 19.0 %, Polyester 29.0 %,	FTC saved name Supplier Name Mill name	Tested fabric name	Apply

Fast Track Code

1. Fabric details will populate
Note: if no details show, the reason for this could be an error with the FTC reference – check and amend
2. **Purchase quantity** – add here the amount of fabric/yarn purchased for this order
3. **Unit** – click on the box and select from the drop down list the correct one
4. **Fabric consumption** – add here the amount of fabric used in one garment
5. **Unit** – click on the box and select from the drop down list the correct one
6. **Save**
7. **Add a new FTC** if a 2nd fabric used in the garment

Fast Track Code ?

Apply

Enter the Fast track code to retrieve your fabric information.

Product style name	Fiber component	Supplier Name	Fabric type
Style name will show here	Nylon / Polyamide 52.0 %, LYCRA® fiber 19.0 %, Polyester 29.0 %,	Mill name will show here	Warp knits

Name of the FTC ?

Save this fast track code in your list of ftc for later use ?

Purchase quantity ? *

Quantity

2

Unit *

- Select -

3

v

Fabric consumption ? *

Quantity

4

Unit *

- Select -

5

v

Save

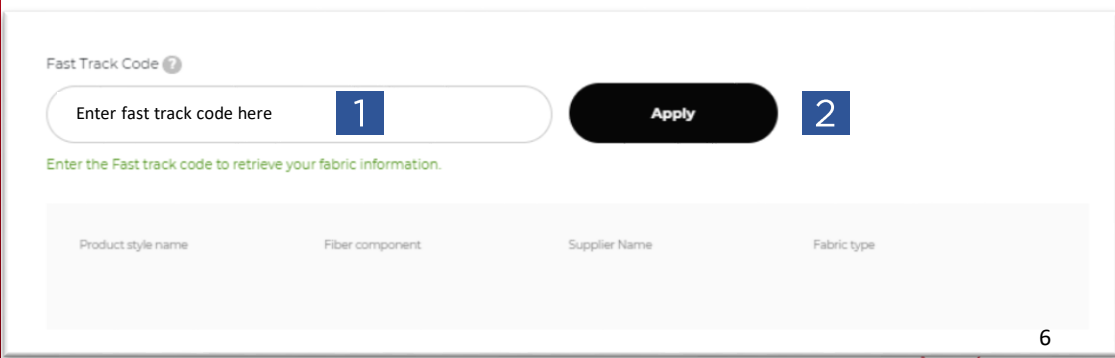
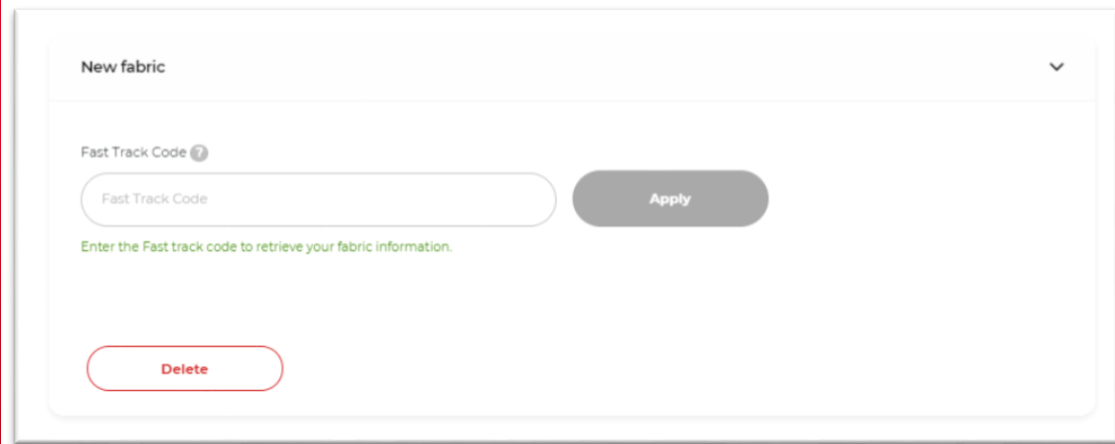
Delete

Add a new FTC

7

Fabric details – add a Fabric by applying a new fast track code

1. Click in the box and enter the **Fast Track Code** to retrieve your fabric information
2. Click **Apply**



Fabric details – add a Fabric by applying a new fast track code

- 1. Name of the FTC** - click in this box and enter the name of the fabric you want to reference for future orders and click the red button to save to your saved FTC list.
- 2. Purchase quantity** – add here the amount of fabric/yarn purchased for this order
- 3. Unit** – click on the box and select from the drop down list the correct one
- 4. Fabric consumption** – add here the amount of fabric used in one garment
- 5. Unit** – click on the box and select from the drop down list the correct one
- 6. Add a new FTC** if a 2nd fabric used in the garment or press **Next**

New fabric

Fast Track Code ?

FTC number will show here Apply

Enter the Fast track code to retrieve your fabric information.

Product style name	Fiber component	Supplier Name	Fabric type
Tested product name	Cotton 50.0 %, LYCRA® fiber 2.0 %, LYCRA® T400® fiber 5.0 %, Rayon / Viscose 43.0 %	Mill name	Woven fabrics

Name of the FTC ?

Fast track code name 1 Save for later use

Purchase quantity ? * 2 Unit * - Select - 3 Fabric consumption ? * 4 Unit * - Select - 5

Add a new FTC 6

Back Next

Shipping address - Select from a saved shipping address or add a new one.

1. Select a saved shipping address – click the panel to expand the address box and see the details
2. If no saved address can be used, click on **Add a new address**.
3. Click **Save to address book** if you would like to re-use this shipping address in future orders

Shipping address

Select from a saved shipping address or add a new one. You can also save the new one for future use.

1

Shipping China ▼ ⊕ ⊖

New shipping address ▼ ⊕ ⊖

Shipping US in PROD ▼ ⊕ ⊖

Add a new address 2

New shipping address ▼

Shipping address name *

Company Name *

First Name *

Last Name *

Street address *

City *

State/Province *

Postal Code *

Location *

Phone number *

Email address *

Example: 123-456-7890. Do not enter extension.

3 **Save to address book** **Delete**

Shipping method - how should we charge the shipping of your hangtag order?

1. Orders are shipped by Airmail - unless local restrictions apply. We offer free shipping in a few countries.
2. Click **Add a new courier-carrier** to enter your account information
3. Click in box to add **Courier/carrier Account Name**
4. Click in **Courier/carrier** box to select from drop down list
5. Click in **Courier/carrier Account** box to enter your account number
6. Click **Save to courier-carrier book** if you would like to re-use this shipping account in future orders
7. Click **Next**

Shipping method 1

By providing the courier/Carrier account, you agree to undertake the freight/delivery cost charging to your account. - For orders received in the North America region, all delivery charges will be charged to your courier/carrier account. - Countries in Asia where The LYCRA Company Asia can arrange for free local deliveries are: China, Hong Kong, India, Bangladesh, Sri Lanka, Indonesia, Japan, Korea, Malaysia, Australia, New Zealand, Pakistan, Philippines, Singapore, Taiwan, Thailand, and Vietnam.

2

New shipping Courier-Carrier ▼

Courier-Carrier Account Name * 3

Courier-Carrier * 4

Courier-Carrier Account * 5

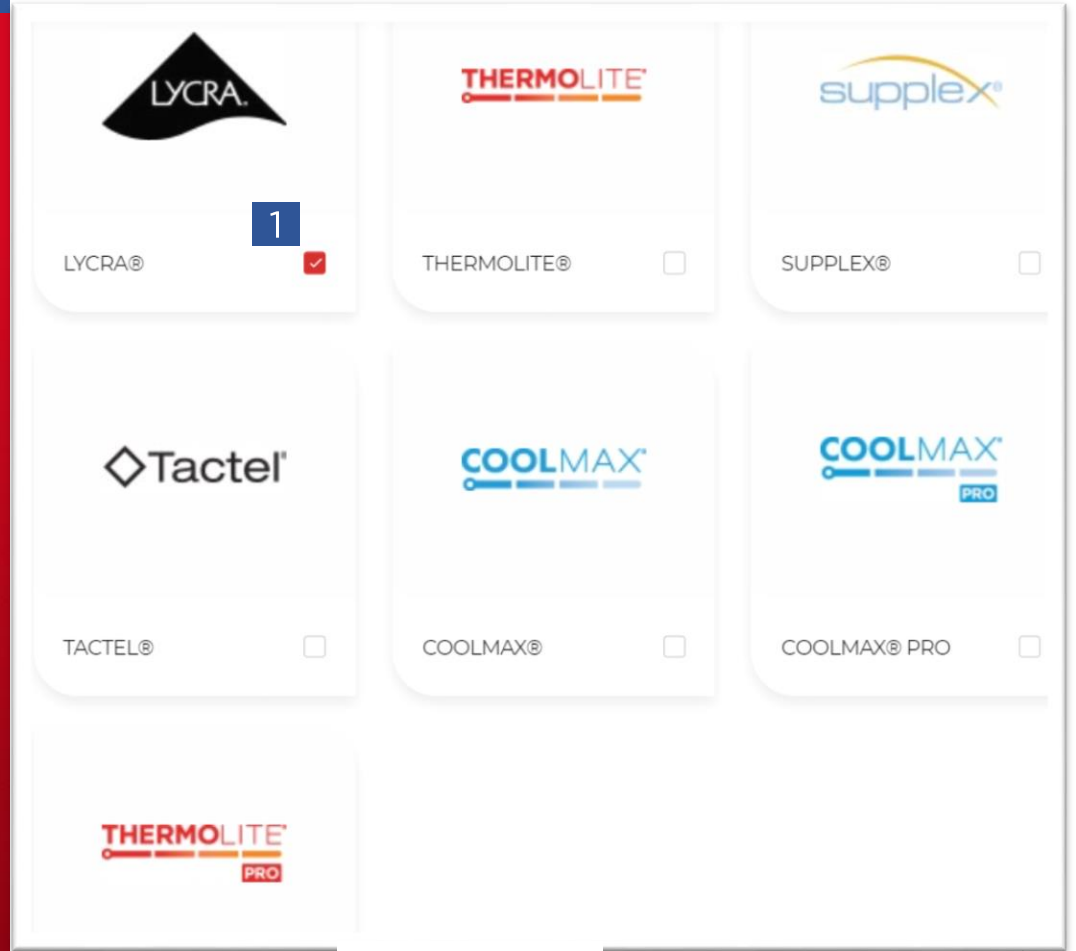
6

I want to use free shipping

7

Brand selection

1. Select the relevant brand required
2. Click **Next**



Next

Select hangtag

1. Select the specific hangtag you want to order and enter the number required under **Quantity**
2. If you have a **Hangtag passcode** please enter here and click **Apply**. Your custom hangtag will display in the listing.
3. Click **Preview**

Select hangtags




Select the hangtag variants you want to order and enter the number of hangtags you require. The hangtag options shown here correspond to the garment category and regional market information you have provided. If you want to use more than one hangtag per garment, please contact your regional coordinator

Hangtag passcode ⓘ

Apply

Enter your hangtags passcode

If you have a hangtag passcode for specific tag ordering, please enter it here, the hangtag list will be refreshed


Ref. ▼	Image	Details	Quantity
LY-211-W		LYCRA® XTRA LIFE™ brand for swim Width: 4.45cm/1.75inch Height: 9.53cm/3.75inch	<input type="text" value="Quantity"/>
LY-221-W		LYCRA® XTRA LIFE™ brand for apparel Width: 4.45cm/1.75inch Height: 9.53cm/3.75inch	<input style="background-color: #0056b3; color: white; text-align: center; width: 30px; margin: 0 auto;" type="text" value="Quantity"/> 1
LY-231-W		LYCRA® XTRA LIFE™ brand for tough denim Width: 4.45cm/1.75inch Height: 9.53cm/3.75inch	<input type="text" value="Quantity"/>

Preview

Hangtag summary

1. Summary of hangtag ordered, shipping address, shipping method
2. **Add comments**
3. **Add attachment** - *click on choose file and select documents from your PC. Wait till the file upload to complete and a Remove button is displayed.*
4. Tick to confirm that the fabric(s) in use complies to the standards and trademark rules and **Submit**

Your hangtags selection

Ref. ▼	Image	Details	Quantity
LY-211-W		LYCRA® XTRA LIFE™ brand for swim Width: 4.45cm/1.75inch Height: 9.53cm/3.75inch	1000
Total hangtags quantity			1000
Edit			
Shipping address			
Shipping method			

Add comment and attachment

Add a comment

If you want to add more information to your order, please write it below.

Add attachment

No file chosen

If you want to add a purchase proof or other relevant documents to your order, please upload it below.

I confirm that the fabric(s) in use complies to the standards and trademark rules

< Previous

Submit

Order confirmation


1. Hangtag order confirmation with summary of details and unique order reference – use this when communicating with The LYCRA Company
2. You will also receive e-mail confirmation of your hangtag order.

1

Thank you for your order !

Thanks for your interest in The LYCRA Company products. This is an acknowledgement of receiving the online hangtag order submitted on our Lycra Portal. Please print a copy of this e-mail and send this print copy to The LYCRA® Company with fabric sample and relevant support documentation.

Order number : H467572-280521
our hangtags selection


Ref. v	Image	Details	Quantity
LV-218-W		LYCRA® XTRA LIFE™ brand for swim Width: 4.45cm/1.75inch Height: 9.53cm/3.75inch	1000

abric information

Ref. v	Fabric/Yarn/Socks Style Number	Supplier of Fabric/Yarn/Socks

LYCRA ONE(TM) Contact Team <one.contact@lycra.com>
Sandbox: Your The LYCRA Company Hangtag Order: H467572-280521

Quali



2

Order Confirmation

Order Number	Order Date	Order Status	Order Type	Order Reference
H467572-280521	20/05/2021	Confirmed	Hangtag	

Order Summary

Item	Quantity	Unit Price	Total Price
LYCRA XTRA LIFE™ brand for swim	1000	0.00	0.00

Summary of hangtag orders

1. Under **Services – Dashboard – Hangtag orders**
2. Click **View all orders** to see your hangtag order history

