1. Locate the device and corresponding letters on the hole chart.

2. Place the Pin-iT Card on the shirt collar, ensuring that the bottom of the card is resting on the leading edge of the collar. Additionally, ensure the bottom right corner of the Pin-iT Card meets the top of the collar. See FIG 1.

3. Place the device into the slot labeled “Collar Insignias” on the front of the Pin-iT Card. See FIG 2.

4. Refer to the hole chart for the correct placement of the device.

5. Make certain your device is centered between the top and bottom of the collar.

For more information and step by step videos please visit our website: www.pinitcard.com
1. Locate the designated insignia and corresponding letters on the hole chart.

2. Place the Pin-iT Card on the Garrison Cover so that the left side of the card is even with the front crease of the cover. In addition, the bottom of the Pin-iT Card should be even with the bottom of the cover. See FIG 4.

3. Place the device into corresponding holes on Pin-iT Card. See FIG 3.

4. Ensure the middle of your device is perpendicular with the dotted line associated with the Garrison Cover Slot.

5. Pin on the device.

Officers will add their metal collar grade-rank insignia on the wearer’s right. Just flip over the cover and Pin-iT card, and repeat the process.

For use with Garrison Cover

For use with Breast Insignias and Name Tags.

1. Locate the designated insignia and corresponding letters on the hole chart.

2. Place the insignia in the corresponding holes on the back of the Pin-iT Card. See FIG 5.

3. Ensure that the bottom of the insignia is resting on the ¼” line. See FIG 6 and FIG 7.

4. Pin on the insignia.

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