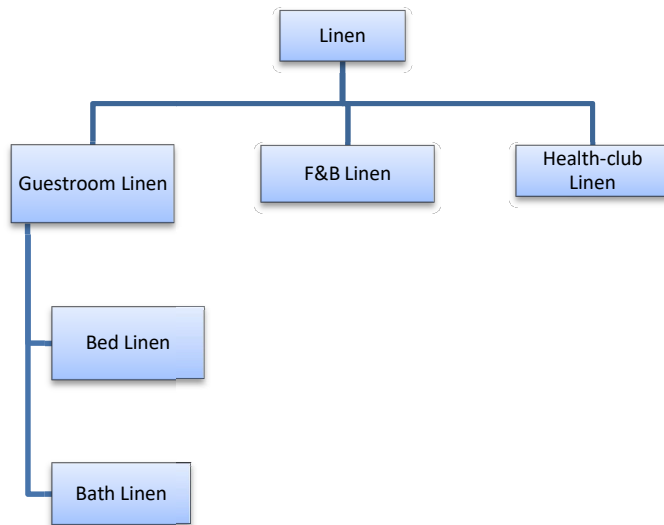


Module III
Beds & Linens

Linen

The word 'linen' or 'house linen' is used collectively to describe all launderable items maintained, stored, and issued for guest use by the housekeeping department. The linen maintained by the housekeeping department is classified as:



1. Guestroom Linen

Guestroom linen consists of bed and bath linens. Many hotels have their name and logo embroidered into the linen for identification and standardization. This is called monogramming.

✚ Bed linen

This category includes all the launderable articles on the bed. Bed 'linen' may be made from linen, cotton, or synthetic fibres, Blends are becoming more popular now. Bed linen includes sheets, pillowcases, blankets, bedspreads, duvet covers, and mattress protectors.

Table 7.14 Types and sizes of bed linen

Bed linen	Types	Size in inches	Size in cm
Sheets	Small single	72 × 108	180 × 270
	Standard single	80 × 117	203 × 295
	Double	90 × 108	225 × 270
	Queen-size	108 × 117	270 × 295
	King-size	117 × 126	295 × 315
Crinkle sheets	Single	72 × 108	180 × 270
	Double	90 × 108	225 × 270
Pillowcases	Standard	20 × 30	50 × 75
	King-size	20 × 36	50 × 90
Blankets	Single	70 × 100	175 × 250
	Double	90 × 100	225 × 250
	Queen-size	100 × 117	250 × 295
Duvet covers	Single	55 × 80	135 × 200
	Double	70 × 75	175 × 190
Bedspreads	May be fitted spreads or throw-over spreads	Varies with bed sizes; should just touch the floor	
Mattress protectors	Single or double, according to bed	Slightly shorter than the sheets	

Note: A wide variation is often found in sizes, since products differ in American, British, and Indian markets. Following the conventions with manufacturers, width of the linen is mentioned first.

Table 7.15 Types and sizes of bath linen

Bath linen	Size in inches	Size in cm
Bath sheets	40 × 70	100 × 175
Bath towels	30 × 54	75 × 135
Face towels	20 × 40	50 × 100
Hand towels	15 × 24	38 × 60
Wash cloth	12 × 12	30 × 30
Bath mats	24 × 36	60 × 90

Note: A wide variation is often found in sizes, since products differ across American, British, and Indian markets. Following the manufacturers' convention, the width of the linen is mentioned first.

i. Sheets

Pure cotton sheets are available, but these days many hotels prefer a polyester cotton blend. Sheets come in various sizes and should be long enough to be tucked in well. In the standard method of bed-making, two plain sheets and one crinkle sheet are required per bed. Crinkle sheets are also called night spreads, snooze sheets, or third sheets. They are typically made in a seersucker weave and some may have light patterns too. They are both decorative and protective.

ii. Pillowcases

These are usually made of the same material as the corresponding sheets. Pillowcases should be of a size that can fit easily over the pillow. Frills and laces should be avoided as their maintenance is cumbersome. Pillowcases that match the fabric and pattern used in the bedspreads rather than the sheets are sometimes called shams (though this is in fact simply the American word for a pillowcase). These are used in very formal settings.

iii. Blankets

These should be lightweight for comfort but at the same time act as a thermal insulator. They are generally a little shorter than the sheets as they do not require much tucking. The choice of blanket colour varies from hotel to hotel. Some prefer to use light colours so that the guests may be impressed by the hotel's standards of cleanliness. Others use dark colours so that maintenance is easier.

iv. Duvet covers

These are like large sacks made of cotton or a blended fabric. They should be of a comfortable size for the duvets to fit in. They are often patterned. (Duvets are quilts filled with down feathers or synthetic fibres. Many hotels use duvets with a decorative duvet cover instead of both blankets and bedspreads. They are sometimes referred to as comforters.)

v. **Mattress protectors**

These are also called mattress pads or mattress covers. They may be in the form of quilted, felt, vinyl, or rubber pads. They have a two-fold function they protect the mattress from stains and spills and provide a padded layer between the guest and the mattress for greater comfort.

vi. **Bedspreads**

These are also called counterpanes. They usually have attractive patterns. There are two main types of bedspreads-**fitted spreads** and **larger throw-over spreads**.

Fitted spreads fit snugly at the corners of the bed, whereas throw-over spreads are allowed to drape in folds and cascades over the foot and corners of the bed. Throw-over spreads can be held in place under the pillows and then carried over them to the head of the bed to be tucked.

vii. **Dust ruffles**

A dust ruffle is a pleated or gathered decorative fabric skirting that extends around the sides and foot of a bed, covering the mattress and the frame of the bed. They are often made of satin or an attractively patterned material with a good drape.

Bath Linen

This category includes all kinds of towels found in a guest bathroom, wash cloths, available in many other hues, both pastel and dark.

i. **Bath sheets**

These are extra-large bath towels provided in VIP rooms in luxury hotels providing world-class service.

ii. **Bath towels**

There is a lot of variation in bath-towel sizes. White ones are preferred since dyed ones may fade in time or the dye may run in case of dark colours.

iii. Face towels

These were earlier made of linen woven in a fancy huckaback weave. but now they are almost exclusively made of terry cloth or Turkish towelling.

iv. Hand towels

These, like face towels, are now made of Turkish towelling rather than the older huckaback and waffle weaves. They are smaller than face towels and are provided both in guest bathrooms and cloakrooms.

v. Wash cloths

These are made of soft terry cloth and used by guests for scrubbing their face and body clean while taking a bath.

vi. Bath mats

These are also made of Turkish towelling but the material tends to be much heavier. They are highly absorbent and are kept in guest bathrooms for guests to dry their feet after coming out of a bath and to catch drips or splashes so that chances of slipping on bathroom floor tiles are reduced.

2. F&B Linen

These are linen used in restaurants and banquet halls. F&B linen are table cloths, napkins, slip cloths, underlays (all constituting table linen), frills, runners, tray mats, and waiters' cloths

i. Table linen

Linen used on the table are referred to as table linen or napery. Table linen includes table cloths, napkins, slip cloths, and underlays.

ii. Table cloths and napkins

Good-quality table cloths and napkins are made exclusively of damask. Damask is a self-patterned twill-weave fabric of linen, cotton, or a cotton polyester blend.

Table cloths are usually squares made in varying sizes, according to the seating capacity of the table. Oblong table cloths are made for rectangular tables. Napkins are also called 'serviettes' and are basically square in shape.

iii. Slip cloths

These are also called 'overlays', 'throwovers' or 'naperon'. The square slip cloth is laid over the table cloth, usually diagonally, to protect it from spills and stains. It also renders an attractive formal appearance, often contrasting in colour with the table cloth. The standard size is 40 x 40 inches.

iv. Baize cloths

These are also called 'underlays', or 'silence cloth. It is usually made of felt. Baize cloth is laid under the table cloth to render it non-slip and cover the sharp edges of the table. It also absorbs the sound of cutlery.

v. Frills

These are also called 'skirts'. These are made of satin and enhance the appearance of buffet tables and such. They may be pleated or unpleated.

vi. Runners

These act as display aids and may also be used to visually unite two smaller tables set against each other in lieu of a long table.

vii. Tray and salver mats

These are placed on trays and salvers to prevent cutlery from slipping around. They also absorb any moisture from the bottoms of plates and other crockery being carried on the tray. Tray mats are oblong in shape, whereas salver mats are usually circular in shape.

viii. Waiter's cloths

These are used by waiters during service. They are usually made of cotton casement fabric.

Table 7.16 Table linen sizes

Table linen	Specifications	Size in inches
Table cloth (square)	2-seater table	36 × 36
	4-seater table	54 × 54
	6-seater table	63 × 63
	8-seater table	72 × 72
Table cloth (oblong)	6-seater table	52 × 72
	8-seater table	90 × 72
Napkins/serviettes		18 × 18
		24 × 24

3. Health-club Linen

This category includes a few limited types of linen. In a luxury hotel, the health-club linen may include some bath towels, a few bath sheets, and some hand and/or face towels, along with a few sheets for the massage tables.