

brand mark

Width = 1 inch



All shirts, blouses, pullovers and sweaters must have the brand mark embroidered on the left chest.

name badge

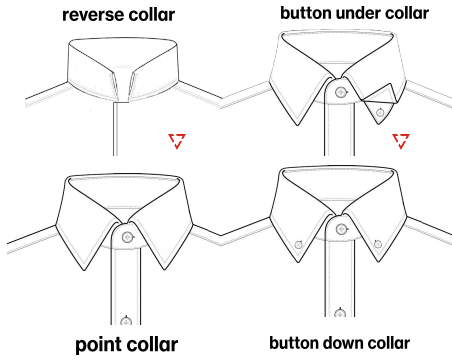


All employees must wear company issued name badge and lanyard.

men

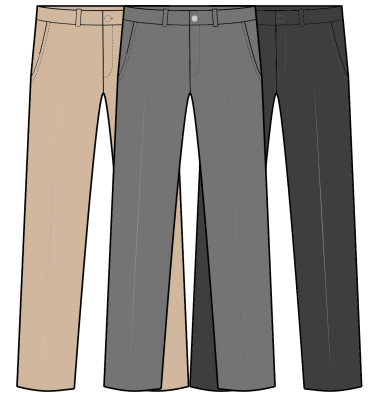
Appearance:

- Only full beards allowed (no goatees, mustaches, other)
 - No longer than 1/4 inch
- No visible piercings
- Undershirt must be neutral/ gray v-neck (no crew neck/ no white)
- Hair must be neat/ professional



Dress Shirt

- Chose from collars above
- NO POCKETS!
- **If point collar, must use magnetic collar stays**



Dress Slacks: Tan/ grey/ charcoal

- No khakis or denim
- Flat front

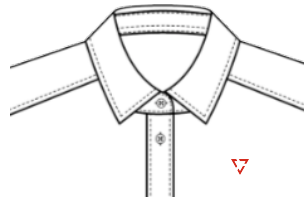
Dress Shoes: Brown/ Black

- Oxfords only (lace up)
- Black only worn with charcoal

women

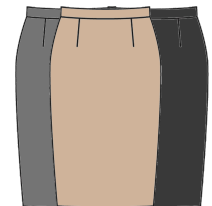
Appearance

- No visible piercings (other than earrings)
- Undergarment must be neutral color
- Hair must be neat/ professional



White Blouse/ Dress Shirt

- Chose from collars above (mens)
- NO POCKETS!
- magnetic collar stays not required



Dress Slacks/ Pencil Skirt: Tan/ grey/ charcoal

- No khakis or denim
- Pencil skirt must be no higher than two fingers above knee

Dress Shoes: Brown/ Black

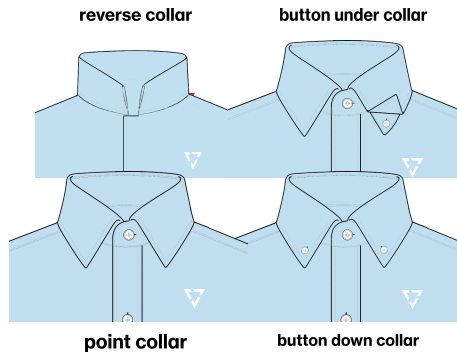
- Oxfords
- Pumps
- Flats
- Open toe
- Black only worn with charcoal



men

Appearance:

- Only full beards allowed (no goatees, mustaches, other)
 - No longer than 1/4 inch
- No visible piercings
- Undershirt must be neutral/ gray v-neck (no crew neck/ no white)
- Hair must be neat/ professional



Dress Shirt

- Chose from collars above
- NO POCKETS!
- **If point collar, must use magnetic collar stays**



Dress Slacks:

- Tan/ grey/ charcoal/ Navy
- No khakis or denim
 - Flat front

Dress Shoes:

- Brown/ Black/ Blue
- Oxfords only (lace up)
 - Black only worn with charcoal

women

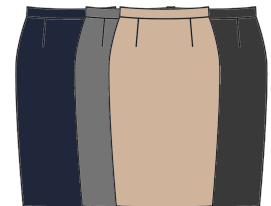
Appearance

- No visible piercings (other than earrings)
- Undergarment must be neutral color
- Hair must be neat/ professional



White Blouse/ Dress Shirt

- Chose from collars above (mens)
- NO POCKETS!
- magnetic collar stays not required



Dress Slacks/ Pencil Skirt:

- Tan/ Grey/ Charcoal/ Blue
- No khakis or denim
 - Pencil skirt must be no higher than two fingers above knee

Dress Shoes:

- Brown/ Black/ Blue
- Oxfords
 - Pumps
 - Flats
 - Open toe
 - Black only worn with charcoal



men

- 3/4 Zip / Cardigan
- Wool, Merino, Cashmere
- Light Grey
- Charcoal
- Navy (exclusive to level 5)



women

- Cardigan
- Wool, Merino, Cashmere
- Light Grey
- Charcoal
- Navy (exclusive to level 5)

