

Professional Attire Guidelines

	Accept	Do Not Accept
Suits and Dresses	<ul style="list-style-type: none"> • Pant suits in all sizes (men and women) • Skirt suits in all sizes • Office-appropriate dresses (knee length, no thin straps) in all sizes • High demand: large sizes (16 +) 	<ul style="list-style-type: none"> • Casual suits • Evening suits • Stained suits • Suits in need of mending • Outdated suits • Heavy or winter wool suits • White suits • Evening and cocktail dresses • Casual dresses
Tops	<ul style="list-style-type: none"> • Career-appropriate • Shells • Short-sleeved • Long-sleeved • Light cardigans • All sizes for men and women • Long-sleeve button cuff shirts for men • Polo shirts for men 	<ul style="list-style-type: none"> • Casual blouses • T-shirts • Sweaters • Vests • Attire with company specific logos
Bottoms	<ul style="list-style-type: none"> • Slacks for men and women • Knee-length skirts • High demand: small sizes for men (waist 34 and under) • High demand: large sizes (women 16+) 	<ul style="list-style-type: none"> • Jeans • Leggings/tight pants • Shorts • Skirts that are above the knee
Shoes	<ul style="list-style-type: none"> • Career-appropriate • Closed-toe • Neutral colors • High demand: women's flats • High demand: men's shoes of all sizes 	<ul style="list-style-type: none"> • Sandals • Tennis shoes • Mules • Open-toe shoes • Heels higher than 3"
Handbags	<ul style="list-style-type: none"> • Career-appropriate • Basic colors 	<ul style="list-style-type: none"> • Casual handbags • Clutches • Evening bags
Accessories	<ul style="list-style-type: none"> • Scarves • Office-appropriate jewelry • New, unopened hosiery and bras in basic colors • High demand: belts for men 	<ul style="list-style-type: none"> • Outerwear/winter scarves • Evening jewelry (large and bling-y)
Other	<ul style="list-style-type: none"> • New, unopened cosmetics • New, unopened socks for men 	