



*❧ Dedicated to Discerning Living ❧*

## Dress Wear for Business Casual Occasions

### Women

#### Acceptable:

- Blouses/sweaters with modest necklines. No cleavage!
- Standard cut sleeveless blouses/dresses, culottes
- Blazers/turtlenecks/linen or cotton jackets of various colors
- Dresses/skirts with moderate hemlines and skirt slits
- Regular length slacks: lightweight wool, chinos
- Closed-toed shoes
- Back-strapped sandals
- Boots

#### Not Acceptable:

- T-shirts, halter tops/crop tops/tank tops/tube tops/shifts
- Halter dresses/open back dresses/sun dresses
- Miniskirts, leather skirts
- Leather pants
- Denim jeans of any kind or color
- Shorts of any kind
- Capri pants, cropped pants, low cut pants, hip hugger pants, lycra/spandex pants, leggings, stirrup pants
- Jogging/warm-up suits
- Sweat shirts
- Tight or sheer clothing
- Visible midriff, lower back or bra straps.
- Open back shoes (clogs, slip-ons, flip flops) open back/ankle strapped sandals
- Sneakers, cowboy boots, gym or tennis shoes

## Men

### Acceptable:

- Long sleeve shirts, various colors and patterns
- Sweaters/turtlenecks
- Sports Jackets/Blazers
- Regular length wool slacks, chinos
- Penny loafers, boots

### Not Acceptable:

- Any shirt without a collar
- T-shirts, sleeveless/muscle shirts
- Leather pants
- Denim jeans of any color
- Shorts of any kind
- Jogging/warm-up suits
- Sweat shirts
- Baseball caps
- Open back shoes (clogs/mules/slip-ons/flip flops)
- Sneakers, cowboy boots, gym or tennis shoes

Note: Client and other business professional meetings/presentations override business casual dress guidelines. Also, potential clients and recruits will be visiting the office. Always dress appropriately for such occasions.

**If in doubt, don't wear it!**