

# Dress for Success



## Business Formal

### Suit

- Conservative skirt or pants suit in solid black, navy, brown, dark gray, or conservative pinstripes
- Sleeves of jacket extend to hand
- Skirt is not too tight with hem to knee

### Blouse

- Neat, pressed, traditional button-down, collared or round neckline blouse in white or light pastel color

### Hosiery

- Must be worn with skirted suits and is highly encouraged with pants suits as well
- Choose a basic color in a sheer style (no patterns) that is appropriate with suit color
- Keep an extra pair handy as they snag easily

### Shoes

- Closed-toe, clean dress shoe in an appropriate color matching suit
- Heels are not required, but a classic pump is recommended for a professional look
- Avoid flashy shoes such as stilettos or platforms

### Accessories

- Classic purse that coordinates with attire
- Simple jewelry

### Grooming

- Conservative hairstyle and make-up
- Trimmed nails without polish or with very subtle polish
- Avoid wearing facial/body piercings; cover tattoos

### Hygiene

- Fresh breath (use a mint)
- Avoid scented lotions and perfume

# Dress for Success

## Business Formal



### Suit

- Single-breasted jacket in solid black, navy, or dark gray or conservative pinstripes
- Sleeves of jacket extend to hand
- Pants match jacket

### Shirt

- White, pressed dress shirt with white undershirt underneath

### Tie

- Understated and conservative;
- No bowties, bright colors, or bold patterns

### Belt

- Leather with a simple buckle; same color as shoes

### Socks

- Black, navy, or dark gray to match pants

### Shoes

- Polished Oxfords, wingtips, or dress loafers

### Grooming

- Conservative, short haircut
- Clean shaven; trimmed nails
- Avoid wearing facial/body piercings; cover tattoos

### Hygiene

- Fresh breath (use a mint)
- Avoid cologne