

THE BASICS

The following items are REQUIRED of all employees while working in the warehouse:

- Simply Southern crew shirt
- Pants WITHOUT tears, rips or stains
- Closed toed shoes

YES

Examples of Acceptable Clothing Items

The following are items that meet the dress code criteria. Please note, these are examples of what is acceptable but are not all inclusive:

TOPS - Simply Southern Crew Shirt (provided)

BOTTOMS

- Jeans - no holes or rips larger than a quarter
- Athletic pants
- Shorts - no shorter than 3 in above the knee

OTHER - Jackets, coats, or sweatshirts

****Production: Jackets cannot have front pockets unless they can be zipped****

SHOES - Closed toe flats or sneakers

HATS - balls caps



NO

Examples of Unacceptable Clothing Items

The following items are PROHIBITED when working in the Simply Southern warehouse. Please note, these are examples of what is not acceptable workwear but are not all inclusive.

- Open toed shoes and sandals
- Flip flops or 'Crocs'
- Any tops other than the provided SS Crew Tshirt, including the following:
 - Spaghetti straps
 - Sheer or cropped shirts
 - Low cut shirts
 - Apparel with any logos, images, or phrases that are NOT Simply Southern
- Jeans with cuts or holes larger than a quarter
- Jeans with stains
- Any apparel items with fringe or tassels
- Long, loose, or large jewelry



Personal Appearance



Employees must represent Simply Southern with a clean and professional appearance. Hair must be properly maintained. Facial hair must be neatly trimmed. Employees should demonstrate good judgement with all other personal grooming and hygiene habits.

**** Production: Hair longer than your back shoulder blades must be worn up. When worn up, hair must also not exceed shoulder blade length.****

If an employee reports for their shift, and the manager determines they are in violation of this dress policy, they will be asked to change or correct the issue on their own time, prior to clocking in for their shift. Violation of this policy may result in disciplinary actions up to (and including) termination.

If you have cultural, medical, and/or religious requirements to wear something that may not conform to these guidelines, please contact your manager or human resources.