

Corporate Dress Protocol Template

1. Purpose

2. Scope

3. General Guidelines

- Monday–Friday: _____
- Casual Days: _____
- Client Meetings: _____
- Events: _____

4. Acceptable Attire

Category	Acceptable	Not Acceptable
Tops	_____	_____
Bottoms	_____	_____
Shoes	_____	_____
Accessories	_____	_____

5. Grooming & Personal Hygiene

- _____
- _____
- _____

6. Special Considerations

1. Religious & Cultural Accommodation: _____
2. Medical Needs: _____

7. Non-Compliance

Approved by:

Date:
