

Business Casual Cheat Sheet

Here's a handy summary of all our tips and guidance.

Men's Casual Dress Code		
Yes	No	Maybe - depends on the workplace
Chinos, khakis & dress pants	Sweatpants, shorts	Jeans
Collared shirts, button-downs, polos	T-shirts, tank tops, or sleeveless shirts	Short-sleeved button-downs
Fine-fine sweaters or cardigans	Chunky knit sweaters, hooded sweatshirts	Loud colors and patterns,
Closed-toe, tie-up shoes such as oxfords, brogues & loafers	Sports sneakers, flip flops, boat shoes	Smart, dark-colored sports shoes
Blazers or jackets	Pinstripes & wrinkled jackets	Casual sports coats
Black or dark blue socks	White or brightly colored socks	No-show or invisible socks

Women's Casual Dress Code		
Yes	No	Maybe - depends on the workplace
Pencil-cut skirts or knee-length skirts, dresses Dress pants, including khakis, twill & cotton slacks Knee-length or maxi dresses	Short skirts & dresses, sweatpants, shorts	Leggings & jeans
Blouses, button-downs, cardigans & sweaters	Low-cut or backless tops Tank tops & crop tops Anything too tight or baggy	Sleeveless blouses & tops
Blazers & jackets	Inappropriate logos or slogans Crumpled or wrinkled clothing	Flashy colors or bold designs
Closed-toed flats & loafers, kitten heels	Sneakers, strappy sandals, open-toed shoes, flip flops	Athletic sneakers
Hosiery or dark-colored socks under slacks	Bright colored socks & hosiery	Bare legs