

# **Client: Yoobi**

## **Focus: Training Manual Copy**

### **Yoobi Stylin!**

Yoobi dress code was created to have everyone's appearance similar as a tight knit unit, but still able to add your own unique flair while at work. It's important to stick to the guidelines listed below, but there is definitely room for your own personalization, because we know that Yoobi stylin!

### **Dress Code:**

- A. You will receive X # of blue Yoobi shirts to insure a crisp, clean tee for every shift. Please make sure that it is without wrinkle, stains or holes prior to beginning work!
- B. Full-length, in trend jeans, slacks and the like are welcome while sharing the Yoobi motto.
- C. Acceptable footwear include but not limited to flats, tennis shoes, boots and moccasins.
- D. Let's steer clear of holes in jeans, sweatpants and dirty shoes
- E. Hygiene is pretty important these days so let's be sure to handle any excess odor and grooming habits for a fresh and neat appearance.
- F. Facial piercings and creative hair color will only be accepted upon in person review.
- G. We think you should show off that awesome head of hair and showcase those big blues, so leave your hats and sunglasses at the door!

### **Yoobi yourself and stand out!**

-We love harem pants and trousers, plus they're super comfy for a long work day.  
-Add some color to your Yoobi wardrobe with any variation of in trend jeans including printed and colored!

### **Switch up your footwork**

-Throw on your Nike's , Tom's or Converse for a casual sporty Yoobi look  
OR  
-Add a trendy chic feel with a pair of Cole Haans, moccasins or ballet flats for a simple final touch.

### **Accessorize, accessorize, accessorize!**

-Mix and match some great statement bangles and beaded bracelets for a bold look  
OR  
-Keep it simple with a long necklace or ring for a classic and refined look.

**Do's:**

- Keep your Yoobi t-shirt clean and crisp for each shift
- Embrace your unique style and incorporate some cool accessories
- Stay fresh! A simple and modest look is what we're going for so keep yourself well groomed, clean and cute!

**Don'ts:**

- Wear hats or sunglasses while working, we want to see YOU!
- Wear clothes or shoes with holes or stains, and let's say no to sweatpants.
- Dye or tint your hair any funky color that goes against a simple and modest overall look
- Chew gum on the sales floor