

**Men**

- Two-piece suit; single/double breasted (dark blue or gray; avoid brown or sport coats)
- Solid colors and tighter-woven fabric
- Simple-pattern tie
- Polished shoes, socks high enough so no skin is visible when sitting or crossing legs
- Neatly groomed hair and beard/mustache
- Avoid strong colognes, earrings and body piercings



**Women**

- Conservative, tailored suit or suit dress (skirt length: top of knee down)
- Simple tailored blouse
- Accessories should be simple
- Basic medium/low heeled pumps
- Conservative jewelry coordinated with outfit (no dangles)
- Handbag should be small and appropriate with outfit
- Avoid strong colognes, earrings and body piercings