

SECTION 3: Dress Code

Operations Manual Change June 2012

All volunteers will dress in the same uniform on track property while the gates are open.

The following will comprise the uniform pants, belts, shoes and socks:

The individual volunteer will provide the following:

- Plain, long black dress style slacks. No jeans, warm up pants or spandex may be worn.
- Pants will be worn at the waist.
- A plain black belt if there are belt loops on the pant.
- Black, non-slip, closed-toe shoes. Tennis shoes are acceptable and they may have a contrasting color or piping.
- Black socks.

Shorts may be acceptable during the summer months, check with your ASC manager. They will be worn under these guidelines:

- Shorts must be black.
- They must be knee length, covering the thigh.
- Must be of a slack/pant type material.
- No nylon, rayon, spandex, or gym shorts are allowed.
- NO ONE cooking in the "back of the house" position may wear shorts!

Shirts and Hats:

Groups will also purchase shirts and hats for all volunteers from Americrown. All shirts will be tucked in and all hats will be worn straight, with the bill facing forward.

The cost of the shirts and hats will be deducted from the commission payment – no cash is needed up front. Stand group leaders will order the amount needed and maintain their own inventory. Order columns have been added to the credential request sheets to facilitate this.

Americrown will provide groups with aprons where necessary. Aprons are furnished for "back of the house" volunteers to keep their clothing clean. They also may be provided where people are working carts and do not have cash tills to collect money from the guests.

Personal hygiene:

- Hair that is collar length or longer must be pulled back.
- Dress in a clean, appropriate and presentable uniform.
- Present a clean, neat appearance and be well groomed.
- The individual will work without excessive jewelry, visible tattoos or gauges.
- Ladies will not wear more than two simple stud type earrings, with short clean nails using only clear polish.
- Rings will be limited to solid bands only while contacting food.
- Present with pride a welcoming smile to all we encounter.

Dress, grooming, and personal cleanliness standards contribute to the moral of all team members and affect the business image the Company presents to Fans and Sponsors.