

DRESS CODE POLICY

Revised: May 2023



Team Members are expected to uphold **WhiteWater Express Car Wash** image of cleanliness and neatness. Since our employees represent the Company to our customers, we need you to always dress and act in a presentable manner when wearing the company uniform and/or logo whether you are on the clock or in a public place off the clock.

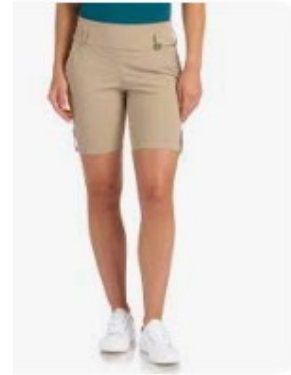
All Team Members are required to maintain the highest standards relating to personal hygiene including bathing and use of deodorant or antiperspirant, brushing of teeth and use of mouthwash as necessary. Cologne, after shave and perfume are acceptable if applied lightly. While on the clock and company premises team members should not use or consume any substance that has strong odors (i.e., cigarettes, chewing tobacco, vapor cigarettes. etc.).

Managers are responsible for enforcing dress and grooming standards for their team members. Any employee whose appearance does not meet these standards may be counseled. If their appearance is unduly distracting or the clothing is unsafe, the employee may be sent home to change into something more appropriate.

Reasonable accommodation will be made for employee's sincerely held religious beliefs and disabilities when such accommodations do not cause an undue burden. If you would like to request an accommodation or have other questions about this policy, please contact the HR department at HR@whitewatercw.com or call 844-941-1362.

UNIFORM:

- **Khaki chino pants** (non-denim slacks). Pants must be worn at the employee's natural waistline. No ripped and torn pants allowed. No cargo pants permitted. Elastic or spandex pants are not permitted.
- **Shorts** may be worn depending on the season. **Shorts** cannot be longer than the knee, and no shorter than 3 inches above the knee. "Capri" style pants/shorts are not permitted.



Black or Brown belt with simple buckle design.

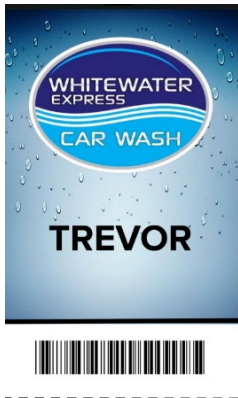
Company-issued hats only. Wearing the cap backwards or sideways is not acceptable. Stickers on hats are not permitted.



A company-issued **shirt** (all shirts must be tucked in).

Black, brown, or gray closed toed structured shoes must be worn. Slip-resistant shoes are highly recommended. No canvas shoes are permitted. If wearing shorts, socks must be no higher than the mid-calf. Black or white socks only.





Company-issued **name tag** is always required.

Company-issued **ear protection** must be worn while working around loud noises (blowers and chemical room).



WINTER ATTIRE:

- Company-issued jacket must be worn during cold temperatures.
- Company-issued beanies may be worn when the temperature is below 50-degree Fahrenheit.



TATTOOS:

- Tattoos must be covered.
- A black or dark blue long sleeve compression undergarment may be worn under company shirt.
- Tattoos above the neck are not allowed.

FINGERNAILS:

- Fingernails and hands must be kept clean.
- Unnatural shapes or ornamentation of the fingernails are not permitted.
- Fingernails must not exceed a quarter of an inch beyond the fingertip.



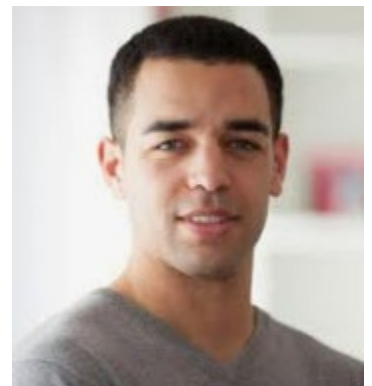
JEWELRY:

- Only one watch or fitness device is allowed to be worn.
- For the safety of all employees, no bracelets are permitted to be worn.
- Chains, keys, lanyards, large buckles, cell phones, and any electronic devices on the outside of your clothing are not permitted.
- Employees can wear one earring per ear. Up to ½ inch stud earrings are permitted.
- Dangling or hoop earrings are not permitted.
- Body modification visible to guests are not acceptable (for example, extended earlobes and ear gauges/plugs).
- Body piercing that is visible (lip, tongue, facial, etc.) is not permitted.
- The only ring that is permitted is one wedding band/ring set.



HAIR:

- Hair must be clean, neat, and if colored, maintained in a natural tone. This means no colors such as purple, green, blue, pink, etc.
- A neat, natural haircut and hairstyle is important. Extreme styles such as shaving or sculpting a design in the hair or allowing hair to fall into your eyes are not permitted.
- Sideburns must be neatly trimmed and no longer than the middle of the ear.
- Hair that would otherwise touch the shirt collar must be pulled back and secured.
- Conservative braided hairstyles without beads or ornamentation are permitted.



SAFETY GLASSES / SUNGLASSES:



- Sunglasses are permitted with doctor prescription and approval of Area Director and HR department.
 - Prescription sunglasses that can see your eyes.
 - Sunglasses are not to be placed on the top of the head.
 - Eyewear retainers that match with company uniform colors are acceptable.
- Safety glasses are required to be worn by any employee using equipment with compressed air or water. All other employees are encouraged to wear safety glasses for their own safety.

FACIAL HAIR:

- Beards and mustaches that are neatly trimmed and no more than ½ inch long are permitted.
- Beards must be kept trimmed above the neckline.
- Mustaches may not extend below the corner of the mouth.
- Facial hair must be well kept and fully-grown with no patches.
- We may ask to remove any cut that can be deemed as a distraction to customers and co-workers.

Clean-Shaven



Full Beard



Team Members are expected to follow these standards while on company premises. Failure to adhere to the Dress Code policy may result in disciplinary action up to and including separation from employment.

If an employee has questions, please contact your supervisor or the Human Resources Department at HR@whitewatercw.com or 844-399-6910.