



# GOLD STANDARD ATTIRE

## SA

**Shirt:** White or black, long sleeve, button collar, button down. (Or black short sleeve is acceptable.)  
**Apron:** Black Dealer  
**Details:** Only 1 button can be unbuttoned. Sleeves may not be rolled.



## TAKE OUT/DRIVER

**Shirt:** White, long sleeve, button collar, button down  
**Apron:** Burgundy Dealer  
**Details:** Only 1 button can be unbuttoned.  
 Sleeves must remain full-length and buttoned at cuff.



## BARTENDER

**Shirt:** Black, long sleeve, banded collar, button down  
**Apron:** Black Bib  
**Details:** No buttons undone. Collar should be snug not loose.  
 Sleeves can be rolled 2x.



## SERVER/COCKTAIL

**Shirt:** White, long sleeve, button collar, button down  
**Apron:** Burgundy Bistro — 28" or 32"  
**Details:** Only 1 button can be unbuttoned.  
 Sleeves must remain full-length and buttoned at cuff.



- Servers – don't bus plates close to your body or lean dishes on your stomach.
- Bartenders – collars should be snug not loose. Be buttoned at all times!

- Aprons must be worn above belts.
- Server books should have paper only.
- Shirt pockets must be empty!
- Keep your shirts clean!

- REMINDERS**
- No low-rider pants.
  - Shoes must be clean, in good condition, and shiny.
  - Don't overload apron pockets.



# TEAM MEMBER ATTIRE & GROOMING STANDARDS

## GENERAL GUIDELINES

### FEMALE

- **HAIR:** Hair must be secured up and off the shoulders. Hair must be a natural color and root growth maintained to match the color of hair.
- **NAILS:** Nails must be clean and trimmed, no longer than 1/4". Nail polish, if worn, must be maintained without chips; no neon colors, no black, no nail ornaments.
- **MAKEUP:** Natural, not overpowering, makeup accented by subtle colors of lipstick and eye shadow is allowed. Please refrain from using excessive, strong perfume and/or cologne.
- **EARRINGS:** Two earrings may be worn in each ear. Earrings can not be larger than a nickel in size.

### MALE

- **HAIR:** Hair must be cut above back of collar, styled neatly and appropriately for the service industry. Hair color must be a natural color and root growth maintained to match the color of hair. Kitchen Team Members Only: It is acceptable to have hair longer than the collar. Hair that is longer than the collar must be in a ponytail and either tucked underneath the hat or in a hair net.
- **FACIAL HAIR:** Men must be clean-shaven when arriving at work. Acceptable mustaches and goatees must meet the following criteria:
  - a) It must be fully grown (no stubble). That is, it must have been allowed to grow during time off work and completely grown by return to work.
  - b) A traditional mustache must be neatly trimmed and not extend below corner of mouth.
  - c) A goatee must be Van Dyke style, neatly trimmed and "full" around chin with no shaved gaps.
  - d) Any other styles of beards are not permitted.
- **SIDEBURNS:** Sideburns must be conservative, may not extend past the bottom of ear and may not vee out.
- **NAILS:** Nails must be clean and trimmed at all times.
- **MAKEUP:** No apparent makeup is allowed, and refrain from using excessive, strong cologne.
- **EARRINGS:** No earrings are allowed.

### ACCESSORIES

- **BELT:** A black belt, plain in design, must be worn if pants have belt loops. It may not have studs, rivets or other ornamentation.
- **PROMISE CARDS:** Each team member must carry a Promise Card at all times.
- **BJ'S-APPROVED PINS:** All pins included in BJ's Recognition may be worn. Pins must be worn on the collar in the center of the collar, beginning at the point of the collar and ending at the vertical point of the earlobe. No more than 2 pins on each side of the collar may be worn (max. 4 pins)
- **HOLIDAY WEAR:** Appropriate festive pins, earrings and necklaces are allowed with manager approval
- **SERVER BOOKS:** Stickers and/or labels are prohibited
- **SUPPLIES:** 3 pens, wine opener, bank. Pens may not be placed or kept behind ears.

### JEWELRY/PIERCINGS/TATTOOS

- **KITCHEN TEAM MEMBERS:** No jewelry except a wedding band. Visible tattoos are acceptable.
- **NECKLACES:** One necklace may be worn inside the shirt.
- **BRACELETS:** One bracelet may be worn.
- **WATCHES:** One watch may be worn. Fabric watchbands must be clean.
- **RINGS:** One ring may be worn on each hand.
- **BODY PIERCINGS:** No visible body piercings or tattoos are allowed. This would include but not be limited to nose rings, tongue and earlobe spacers or plugs.
- **TATTOOS:** Tattoos must be covered by the approved uniform shirts. Ace bandages worn as an accessory and sweat bands are not permitted. Band-Aids may not be worn to cover jewelry that does not meet our standards.



### HOST ATTIRE GUIDELINES

Every team member at BJ's Restaurants, Inc. projects the Company's brand image and promise to "be the best – never compromise" while at work. It is imperative that our actions and appearance reflect this promise and our brand. Impressing our guests with our service and hospitality begins with the way in which we present ourselves to our guests. With that in mind, the following outlines the attire guidelines and expectations for our Host team members.

- If a team member comes to work in dirty or incorrect garments, s/he may be sent home.
  - BJ's Management reserves the right to give final approval on team members' appearances while at work.
1. We expect a clean, stain- and wrinkle-free, professional look for all team members at all times.
    - ⇒ **LUNCH** (until 4 p.m.) Black dress slacks or knee-length skirts (for females) and a white or black top are to be worn.
    - ⇒ **DINNER** (after 4 p.m.) Black dress slacks or knee-length skirts (for females) and a black top are to be worn.
  2. All garments must be a solid color (white or black depending on shift), fit appropriately, and be conservative. Untailored shirts must be tucked in.
  3. Makeup, jewelry, and facial hair are to be conservative, minimal and professional. Men may wear a well-maintained goatee.
  4. All safety and health code restrictions must be followed such as containing hair and nail maintenance.
  5. All team members must wear black non-slip shoes with black socks or nylons (with skirts).
  6. All team members must carry a Promise Card with them at all times.
  7. Visible tattoos are not permitted.



## TEAM MEMBER ATTIRE & GROOMING STANDARDS

# BARTENDER ATTIRE GUIDELINES

Generic, long-sleeve, black, banded collared shirt with buttons down the front may be purchased through BJ's or elsewhere. We expect a clean, wrinkle-free, professional look for all personnel at all times.

- If you come to work in dirty or incorrect garments, you may be sent home.
- BJ's management reserves the right to give final approval on team members' appearances while at work.

### SHIRTS

- Shirts must be black, long-sleeve, button-down, banded collar.\*
- Sleeves may be folded, a maximum of 2 cuffs; they must remain mid-forearm and be rolled flat.
- Shirts must be tucked in at all times.
- Buttons may not be unbuttoned.
- Buttons must be black or clear – colored buttons are not permitted.
- Collars must be snug – not loose.

**Shirts must be tucked in when entering and leaving BJ's Restaurant.**

**UNDERSHIRTS:** If a T-shirt is worn under the shirt, the T-shirt must be black, logos may not be visible through the shirt undershirt sleeves may not extend past the sleeves of the shirt.

**CLEANLINESS:** At all times, shirts must be clean, stain- and wrinkle-free, well-maintained, not faded or worn out. Shirts must display a clean and professional appearance.

**FIT AND FABRIC:** Please refrain from wearing excessively short, tight or revealing shirts. Shirts must be the appropriate size. Fabric must be "wash and wear" (drip- or tumble-dry with no ironing required). If team members wear shirts made of fabric requiring ironing or dry cleaning, maintenance will be at their expense.

\*If a TM has a neck tattoo that is NOT covered by the black banded collar, this TM must wear a black, button-down collar, long sleeve shirt.

### PANTS

**COLOR:** Pants must be black. (Dickies, Dockers, etc). Color and style must be approved by a manager.

**CLEANLINESS:** They must be clean, well-maintained and never faded or discolored, with a professional, conservative look. Frayed, ripped or stained pants are not acceptable.

**FABRIC:** Pants must be made of cotton, rayon, polyester or a blend — no denim or corduroy. Fabric must be "wash and wear" (is drip- or tumble-dry with no ironing required).

**STYLE:** Pants must be straight leg or relaxed fit. Baggy, painter-style, cargo and bell-bottom styles are not acceptable. Pants must be hemmed in a straight line to meet tops of shoes. Capri pants may not be worn.

**FIT:** Low-cut pants cannot be worn. The waist of the pants must rest on the waist. Pants may not be more than one larger than the team member's size.

**POCKETS:** Slit pockets are acceptable. No patch pockets. Pockets cannot be on the legs of pants. No hammer loops.

### SHOES/SOCKS

**COLOR:** Black

**STYLE:** Non-slip shoes — all black — such as "Shoes for Crews" or "Safe-T-Shoes" (Payless), "FastTraxx" (K-Mart), "Safe Treads" (Wal-Mart) or "TX Traction" (Famous Footwear). All shoes MUST be certified "slip-resistant" and be approved by your manager.

**CLEANLINESS:** Shoes must be clean and well-maintained.

**SOCKS:** Black crew socks. No low-cut sports socks.

### APRONS:

BJ's will issue 2 black bib/butcher aprons. Additional aprons are available for purchase. Replacement aprons are on a swap out basis due to normal wear, fade and tear.

**CLEANLINESS:** Aprons must be washed, clean, well-maintained. Replaced as needed.

**APRON TYING:** Apron strings must be tied in the back – do not cross back over the front. Do not hem apron.



## SERVER, COCKTAIL/TAKE OUT/DRIVER ATTIRE GUIDELINES

Generic, long-sleeve, white, button-down collared shirt with buttons down the front may be purchased through BJ's or elsewhere. We expect a clean, wrinkle-free, professional look for all personnel at all times.

- If you come to work in dirty or incorrect garments, you may be sent home.
- BJ's management reserves the right to give final approval on team members' appearances while at work.

### SHIRTS

#### STYLE:

- Shirts must be a generic, long-sleeve, white, button-down collared dress shirt with buttons down the front.
- Sleeves may not be folded.
- Shirts must be the appropriate size and must be tucked in at all times.
- Males may only unbutton 1 button, females may only unbutton 1 button.
- Buttons must be white or clear – colored buttons are not permitted.
- One pocket is acceptable.

**Shirts must be tucked in when entering and leaving BJ's Restaurant.**

**UNDERSHIRTS:** If a T-shirt, tank, camisole or any other garment is worn under the shirt, it must be white or nude; logos may not be visible through the shirt; and undershirt sleeves may not extend past the sleeves of the shirt.

**CLEANLINESS:** At all times, shirts must be clean, stain- and wrinkle-free, well-maintained, not faded or worn out. Shirts must display a clean and professional appearance.

**FIT AND FABRIC:** Please refrain from wearing excessively short, tight or revealing shirts. Fabric should be "wash and wear" (drip- or tumble-dry with no ironing required). If team members wear shirts made of fabric requiring ironing or dry cleaning, maintenance will be at their expense.

### PANTS

**COLOR:** Pants must be black. (Dickies, Dockers, etc). Color and style must be approved by a manager.

**CLEANLINESS:** They must be clean, well-maintained and never faded or discolored, with a professional, conservative look. Frayed, ripped or stained pants are not acceptable.

**FABRIC:** Pants must be made of cotton, rayon, polyester or a blend — no denim or corduroy. Fabric must be "wash and wear" that is drip- or tumble-dry with no ironing required.

**STYLE:** Pants must be straight leg or relaxed fit. Baggy, painter-style, cargo or bell-bottom styles are not acceptable. Pants must be hemmed in a straight line to meet tops of shoes. Capri pants may not be worn.

**FIT:** Low-cut pants cannot be worn. The waist of the pants must rest on the waist. Pants may not be more than one size larger than the team member's size.

**POCKETS:** Slit pockets are acceptable. No patch pockets. Pockets cannot be on the legs of pants. No hammer loops.

### SHOES/SOCKS

**COLOR:** Black

**STYLE:** Non-slip shoes — all black — such as "Shoes for Crews" or "Safe-T-Shoes" (Payless), "FastTraxx" (K-Mart), "Safe Treads" (Wal-Mart) or "TX Traction" (Famous Footwear). All shoes MUST be certified "slip-resistant" and be approved by your manager.

**CLEANLINESS:** Shoes must be clean and well-maintained.

**SOCKS:** Black crew socks — no low-cut sports socks.

### APRONS:

BJ's will issue 2 burgundy bistro aprons.\* Additional aprons are available for purchase. Replacement aprons are on a swap out basis due to normal wear, fade and tear.

**CLEANLINESS:** Aprons must be washed, clean, well-maintained. Replace as needed.

**APRON TYING:** Aprons may not be rolled. Do not hem bistro apron.

- 28" bistro aprons are available for TMs under 5'4".
- 32" bistro aprons are available for all TMs 5'5" and taller.



## SERVICE ASSISTANT ATTIRE GUIDELINES

Generic, long- or short- sleeve, black button-down collared shirt with buttons down the front, or a long-sleeve white button-down collared shirt with buttons down the front may be purchased through BJ's or elsewhere. We expect a clean, wrinkle-free, professional look for all personnel at all times.

- If you come to work in dirty or incorrect garments, you may be sent home.
- BJ's management reserves the right to give final approval on team members' appearances while at work.

### SHIRTS

#### STYLE:

- Shirts may be black long- or short-sleeve, button-down collared shirt with buttons down the front or white long-sleeve, button-down collared shirt with buttons down the front.
- Long sleeves may not be rolled or folded.
- Shirts must be tucked in at all times.
- Buttons must be black or clear – colored buttons are not permitted.
- One pocket is acceptable.
- Males and females may only unbutton 1 button,

**Shirts must be tucked in when entering and leaving BJ's Restaurant.**

**UNDERSHIRTS:** If a T-shirt, tank or camisole is worn under the shirt, it must match the color of the shirt, and logos may not be visible through the shirt. Undershirt sleeves may not extend past the sleeves of the shirt.

**CLEANLINESS:** At all times, shirts must be clean, stain- and wrinkle-free, well-maintained, not faded or worn out. Shirts must display a clean and professional appearance.

**FIT AND FABRIC:** Please refrain from wearing excessively short, tight or revealing shirts. Fabric should be "wash and wear" (drip- or tumble-dry with no ironing required). If team members wear shirts made of fabric requiring ironing or dry cleaning, maintenance will be at their expense.

### PANTS

**COLOR:** Pants must be black. (Dickies, Dockers, etc). Color and style must be approved by a manager.

**CLEANLINESS:** They must be clean, well-maintained and never faded or discolored, with a professional, conservative look. Frayed, ripped or stained pants are not acceptable.

**FABRIC:** Pants must be made of cotton, rayon, polyester or a blend — no denim or corduroy. Fabric must be "wash and wear" that is drip- or tumble-dry with no ironing required.

**STYLE:** Pants must be straight leg or relaxed fit. Baggy, painter-style, cargo and bell-bottom styles are not acceptable. Pants must be hemmed in a straight line to meet tops of shoes. Capri pants may not be worn.

**FIT:** Low-cut pants cannot be worn. The waist of the pants must rest on the waist. Pants may not be more than one larger than the team member's size.

**POCKETS:** Slit pockets are acceptable. No patch pockets. Pockets cannot be on the legs of pants. No hammer loops.

### SHOES/SOCKS

**COLOR:** Black

**STYLE:** Non-slip shoes — all black — such as "Shoes for Crews" or "Safe-T-Shoes" (Payless), "FastTraxx" (K-Mart), "Safe Treads" (Wal-Mart) or "TX Traction" (Famous Footwear). All shoes MUST be certified "slip-resistant" and approved by a manager.

**CLEANLINESS:** Shoes must be clean and well-maintained.

**SOCKS:** Black crew socks — no low-cut sports socks.

### APRONS

BJ's will issue 2 black dealer aprons. Additional aprons are available for purchase. Replacement aprons are on a swap out basis due to normal wear, fade and tear.

**CLEANLINESS:** Aprons must be washed, clean, well-maintained. Replace as needed.

**APRON TYING:** Apron strings must tie behind the back. Do not hem apron.



## KITCHEN ATTIRE GUIDELINES

Black T-shirts, short and long-sleeves may be purchased through BJ's or elsewhere. Logo hats may be purchased through BJ's, or plain black hats may be purchased elsewhere. We expect a clean, wrinkle-free, professional look for all personnel at all times.

- If you come to work in dirty or incorrect garments, you may be sent home.
- BJ's management reserves the right to give final approval on team members' appearances while at work.

**SHIRTS:** Solid black T-shirt. Chef coats are only to be worn by EKM/KM's.

⇒ ***Shirts must be tucked in when entering and leaving BJ's Restaurant.***

**PANTS:** Black pants or chef pants (solid black or black and white pattern). No jeans.

⇒ A black belt, plain in design, must be worn if pants have belt loops. It may not have studs, rivets or other ornamentation.

**HATS:** Plain black baseball style cap or a company BJ's logo hat. Must be washed and clean with no stains. Station pins must be worn on hats.

**APRONS:** White aprons provided by the company. Must remain clean and stain free. Must be changed out when soiled.

**GLOVES:** Plastic gloves should be worn if acceptable by local health department but should NOT be a substitute for washing hands. Change gloves frequently and wash hands prior to replacing gloves. All cuts and sores must be covered with a blue Band-Aid.

**APRONS:** The apron bib must be worn to cover chest.

### SHOES/SOCKS

**COLOR:** Black

**STYLE:** Non-slip shoes — all black — such as "Shoes for Crews" or "Safe-T-Shoes" (Payless), "FastTraxx" (K-Mart), "Safe Treads" (Wal-Mart) or "TX Traction" (Famous Footwear). All shoes MUST be certified "slip-resistant" and be approved by your manager.

**CLEANLINESS:** Shoes must be clean and well-maintained.

**SOCKS:** Black crew socks. No low-cut sports socks.