

Starbucks Dress Code Guide



This guide outlines the dress code standards for all partners working in Starbucks company-operated stores. The primary goal is to maintain a professional appearance that reflects the Starbucks brand, supports food safety, and ensures inclusiveness and comfort for all partners.

Dress Code Guidelines

Partners must follow all dress code rules while on shift. Those partners who arrive out of compliance will not be allowed to start their shift and may face corrective action, including separation from employment. If you have questions, ask your store manager.

Exceptions may be made for sincerely held religious beliefs, disabilities, pregnancy, or anything required by law. Contact Partner Relations at (888) SBUX411 or use Partner Service Portal for accommodations.

Apron

Allowed:

- Starbucks-issued apron, in good condition, clean, wrinkle-free
- Worn at full length and tied in the back
- Replacements and inclusive sizes available upon request
- Optional: Embroidered names in left corner (must follow approved standards)



Not Allowed:

- Wearing apron during rest/meal breaks, in restrooms, or when taking out trash
- Soiled aprons, fold in half, tying in front, or covering with cloth
- Added patches or unapproved modifications

Tops

Allowed:

- Solid black tops (short or long sleeve), including layers
- Any black Starbucks-issued shirt (including Coffeegear)
- Must cover chest, back, midsection, shoulders, and underarms (including when arms are raised)
- Clean and wrinkle-free
- Solid black lightweight jackets or crewneck sweaters
- Small manufacturers logo (2 inches in size)



Not Allowed:

- Hooded tops/jackets
- Raw hems, see through or revealing fabrics
- Ripped, torn, distressed, or hole-containing tops
- Gym/Workout Apparel
- Patterns, prints, graphics, or visible undergarments

Bottoms

Allowed:

- Black or any shade of tan khaki
- Blue denim in any shade (clean, wrinkle-free)
- Pants, jeggings, shorts, skorts, or shirts no more than 4 inches above the knee
- Solid black overalls or jumpsuits
- Solid black dresses no more than 4 inches above the knee
- Black leggings/tights under shorts, skorts, shirts, or dresses



Not Allowed:

- See-through, revealing, ripped, or distressed fabrics
- Raw hems or dragging the floor
- Gym/workout apparel (sweatpants, joggers, yoga pants)
- Patterns, prints, graphics, or visible undergarments

Footwear

Allowed:

- Shoes or boots in black, grey, navy, brown, tan, or white (small accent colors)
- Closed heel or toe, covering top of the foot
- Slip-resistant shoes encouraged
- Waterproof or water-resistant materials required



Not Allowed:

- Shoes exposing toes, heels, or sides of the feet
- Elevated heels (wedges, pumps, stilettos)

Headwear

Allowed:

- Starbucks-logo issued hat/visor, plain baseball cap, beanie, short-trimmed hat
- Securely fastened head coverings (scarf, turban, hijab, yarmulke/kippah, durag, headwrap)



Not Allowed:

- Patterns, prints, graphics, logos, or typography
- Feathers or loose adornments (rhinestones, glitter, buttons)
- Hoods or bandanas
- Loose-hanging parts that create safety risks

Hair & Face

Allowed:

- All hairstyles and textures
- Hair restrained away from face for food safety
- Neatly trimmed beards and mustaches
- All permanent/semi-permanent hair colors
- Natural-colored artificial eyelashes, fully secured

Not Allowed:

- Temporary sprays, glitter, chalk, or other temporary color products
- Artificial theatrical eyelashes or those with glitter, rhinestones, or gems
- Theatrical makeup
- Loose hair adornments that could fall into food/beverages

Jewelry & Piercings**Allowed:**

- One small face piercing (dime size)
- One plain ring without stones or etchings
- Earrings/ear gauges (quarter size)
- Necklaces (including medical alert) worn under clothing

Not Allowed:

- Facial gauges, jewelry on hands/arms (watches, bracelets, wristbands)
- Watches/jewelry attached to aprons or clothing
- Unsafe items that could fall into food/beverages
- Choker necklaces, tongue piercings, subdermal implants
- Gems or adornments on face, hands, or exposed skin

Personal Hygiene**Allowed:**

- Fingernails clean, short, filed, or free of debris
- Reasonable personal grooming (regular bathing, deodorant)

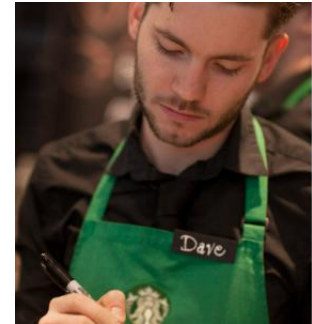
Not Allowed:

- Nail polish, artificial nails, nail adornments
- Gloved used to cover unapproved nails
- Fingernails with rough edges
- Perfume or heavily fragranced grooming products

Name Tags

Allowed:

- Starbucks-issued name tag worn on top left corner of apron
- Must be legible; may include first name/nickname and optional pronouns
- Waterproof vinyl lettering or clear protective vinyl tape



Not Allowed:

- Doodles or illegible writing
- Damaged tags with chips, cracks, or peeling

Holidays & Special Events

Allowed:

- Seasonal/Promotional Starbucks-provided aprons, shirts, and hats only during approved periods
- Halloween costumes that are business-appropriate and non-offensive; no weapons, political/religious statements, or sexualized outfit. Apron worn over costume

Not Allowed:

- Full-face masks or face paint
- Costumes representing caricatures of political, cultural, racial, ethical, or national groups
- Temporary tattoos on face, hands, or wrists

Memo to Professor

To: Professor Olsen

From: Elijah Fernandez

Date: 8/11/25

Subject: Comprehensive Edit of Starbucks Dress Code

This memo outlines the problems identified in the original Starbucks Dress Code Guide and the goals and strategies applied in my comprehensive edit. One of the issues I found in the original document was that it presented sections in an inconsistent order while also mixing “allowed” and “not allowed” items without clear separation. I also feel like the headings lacked consistency; there were important notes in the paragraphs that should have been visually distinct. The sentences were very long with repeated language with key rules buried in lists. The design layout was not made for quick findings of information.

One of my editing and designing goals was to reorganize content into clearly labeled sections with a consistent “Allowed” and “Not Allowed” format. I also decided to use clear consistently formatted subheadings for navigation and quick reference. I tried to simplify the language by replacing complex sentences with short, direct statements. I wanted to improve the scan ability by grouping similar items together to reduce redundancy. I also made sure to ensure that all the content remains true to Starbucks standards while still making it easier to understand.

I rewrote the section titles to make sure that they were consistent and stood out for readability. I grouped rules by categories like Aprons, Tops, and Bottoms while separating allowed versus not allowed items. Again, I made sure to shorten the sentences and standardize the terminology. I recommended certain visual enhancements in certain areas to complement the information.

Letter of Transmittal to Client

To: Human Resources - Partner Resources Team, Starbucks Coffee Company

From: Elijah Fernandez

Subject: Revised Starbucks Dress Code Guide

Dear Partner Resources Team,

Enclosed is the comprehensively edited version of the Starbucks Dress Code Guide. The goal of this review is to improve the clarity, organization, and visual structure of the original document while still ensuring all standards remain in compliance with Starbucks policies and food safety requirements.

I made sure that there were clear section headings that stood out for easy navigation and quick reference. I grouped all the dress code rules under “Allowed” and “Not Allowed” to quickly find what you need. I simplified the language of the document by shortening the sentences and removing redundant phrases. I included some visual design enhancements and inserted consistent bullet formatting to enhance readability. Overall, I organized the content so partners can quickly locate answers to common dress code questions.

This updated version is designed to serve both as a training resource for new hires and a quick reference tool for existing partners. It reflects Starbucks commitment to professionalism, partner safety, and inclusivity.

Please let me know if you would like to integrate these revisions into your branded template.

Sincerely,

Elijah Fernandez