

As you are aware all Partners and their employees working within a United Services Group locations are required to wear a United uniform. The uniform needs to be clean, free from tears, holes, stains and faded material.

If the uniform is in poor condition, the worker will be considered not in uniform. It is the associate's responsibility to maintain the uniform in a professional manner and/or communicate that a new uniform is required. The uniform is a Health and Safety requirement as it identifies individuals who are permitted on the premises. I.D. Badges are part of the uniform and are Mandatory. A **non-compliance fee of up to \$50.00** will be given in the event the Partners, or their employees do not follow the mandatory uniform standards.

All Uniform orders are to be submitted directly to your Regions Partner Program Coordinator; and United will place the order for you through new online store. Your order will be directly to you. Please be advised there may be additional shipping and/or freight costs.

Ontario West = Kelly Baker at [kelly.baker@unitedservicesgroup.ca](mailto:kelly.baker@unitedservicesgroup.ca)

Quebec East = Jacqueline Guerrero at [jaqueline.guerrero@unitedservicesgroup.ca](mailto:jaqueline.guerrero@unitedservicesgroup.ca)

Day Porter = Anna Liparoti at [anna.liparoti@unitedservicesgroup.ca](mailto:anna.liparoti@unitedservicesgroup.ca)

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Atlantic = Tarri Baker at [tarri.baker@unitedservicesgroup.ca](mailto:tarri.baker@unitedservicesgroup.ca)

**United Uniform Expectations:**

- United Services Group uniform – United logo polo shirt
- Winter months, black or white long sleeve turtlenecks are approved to be worn under your uniform.
- Full length Black or Navy pants (no jeans or track pants are acceptable);
- United Services Group uniform tucked in, and black belt if necessary;
- Black running shoes or Black comfortable shoes, no open toe;
- Proper hygiene, hair is to be combed and clean, Men are to be clean shaven;
- United baseball hats only;
- No iPods, phones or headsets to be worn during work shifts

Please completely fill out the Uniform Order Form. Uniforms are shipped FedEx Ground service only. Any urgent orders will be shipped FedEx Express Services.

**Acknowledgement and Agreement**

I, acknowledge that I have read and understand the above Policy of United Services Group. Further, I agree to adhere to this policy and will ensure that employees working under my direction adhere to these guiding principles. I understand that if I violate the rules /procedures outlined in the policy, I may face corrective action, up to and including termination of employment.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Witness: \_\_\_\_\_