

## Uniform Policy

The Company considers the presentation of the Company image to its customers, suppliers, and the public at large to be extremely important. Since the Company's product includes service, and excellent service can only be provided through its employees, the Company not only seeks good performance and conduct from its employees, but also expects them to observe high standards in their personal presentation. Employees whose jobs require them to come in contact with customers, suppliers, or the public are expected to wear apparel the Company considers appropriate for dealing with the public. In that reason, CORE is providing their employees with uniforms to reach this standard for their employees. Please see specifics below.

- All new Full-Time employees will be given credit to cover 2 sets of their approved uniform by manager ; Part Time will be given credit to cover 1 set of their approved uniform by manager
- After 90 days- new employees will be given more credit to purchase 1 uniform
- Annually on their anniversary date, each employee will receive credit enough for 1 additional uniform
- Any extra uniforms or other items they choose to purchase can be paid for with a debit/credit card on the site
- Due to uniforms being monogrammed, the supplier will not be able to take returns. With this being said, please make sure to get your correct sizes.

**Happy Shopping!**

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