

Regional Office Colleagues

The Principals of each regional office have latitude to set the attire standards for their office personnel based on the needs of their clients.

Raleigh Office Colleagues and Regional Office Colleagues visiting the Raleigh Office

Memorial Day through Labor Day: Business Casual

Labor Day through Memorial Day:

Director and Above and Financial Advisors:

- Monday-Thursday: Business Professional
- Friday: Business Casual

Other Colleagues: Business Casual

We operate in a business environment and may see clients or prospects at any time. We should always dress appropriately as professionals, based in part on our day. To provide additional information about Business Professional versus Business Casual attire, focus groups of colleagues worked together to develop the following guidelines:

Business Professional

Business suits with dress shoes

Dress pant/skirt with coordinating jacket and shoes

Professional cut, length, and style dresses

Long sleeve collared dress shirts in white, blue, or other pastels – solid, vertical stripes or conservative, business appropriate pattern

Conservative, solid or small patterned blouse/sweater

Business attire appropriate V-neck sweaters and cardigans (e.g., wool or wool/poly blends)

Ties in business appropriate colors and patterns with no words or inappropriate images or logos

Business Casual

Dress slacks with coordinating shoes

Dress pant/skirt with coordinating shoes

Professional cut, length, and style dresses

Long sleeve collared dress shirts in white, blue, or other pastels – solid, vertical stripes or conservative, business appropriate pattern

Solid or small patterned blouse/sweater

CAPTRUST Logoed polo; available at a significant discount through the company store.

Ties are not required, and a Jacket/Sport Coat/Cardigan should be available in the office

Vest/Pullover and V-Neck Sweaters: CAPTRUST branded vest and pullovers available at a significant discount through the company store as well as business attire appropriate V-neck sweaters (e.g., wool or wool/poly blends)