

## Riesbecks\* NEW Uniform Order Form

All non-production hourly employees may choose between 1) Red polo (men's cut) or 2) Red Smock (ladies). Deli kitchen and bakery may choose between 1) White cook's shirt (men's) or 2) White smock (ladies). Department managers may choose between 1) Black polo (men's) and 2) Red smock (ladies). All employees may choose to purchase black zip up that replaces fleece

| STORE ORDER INFORMA                          |                    |   |  |  |
|--|--------------------|---|--|--|
| Store Number: Today's Date:                  |                    | Employee Name:                                  |  |  |
| ORDER REQUEST                                |                    |   |  |  |
| Uniform Description                          | Quantity<br>Needed | Size Needed<br>(small through 4XL<br>available) | Quantity Sent by RCO                                     |  |
| Red polo                                     |                    |   |  |  |
| Red Smock                                    |                    |   | For new uniforms, FT employees                           |  |
| Black polo                                   | Black polo         |   |  | receive 2 FREE polos or smock.   |
| White Smock                                  |                    |   | PT employees receive 1 FREE polo or smock. BLACK ZIP UPS |  |
| Black zip up \$35 deducted over 3 pay checks |                    |   |  | ARE NOT FREE. They must be purchased for \$35 deducted over 3 pay periods. |
|  |                    |   |  |  |
| SIGNATURE                                    |                    |   |  |  |
| Store Operator's Signature:                  |                    |   |  | Date:  |
| RCO Signature:                               |                    |   |  | Date:  |
| Fax Completed Order Form to: Att             | n Human Resour     | ces 740.695.7043                                |  |  |