



***Guild of
Professional
Toastmasters***

Livery Standards

Date Approved:	7 September 2025	Date for Review:	6 September 2026
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General Notes:

As a reminder when in livery, wearing the insignia of the guild or undertaking duties under the name of the Guild of Professional Toastmasters you must;

- uphold high levels of personal hygiene and grooming, as such men should be clean or close shaven, with beards clean and trimmed
- Ensure long hair is secured above the collar
- Refrain from smoking, chewing gum, removing their tailcoat or using their mobile telephone whilst in view
- Refrain from drinking alcohol

Standard Toastmaster Livery:	
Red Tailcoat	In a red open weave cloth with cloth covered lapels and buttons (lapels may not be satin and buttons may not be gold). A white starched cotton pocket handkerchief must be worn in the breast pocket. All buttons must be secured in place.
Red Waistcoat	Low-cut in a red open weave cloth with cloth covering the buttons. A gold pocket watch with plain chain may be worn.
Shirt	White cotton wing-collared shirt with a starched Marcella front. Secured with mother-of-pearl stud buttons. Cuffs must be secured with plain cufflinks (mother-of-pearl, silver, gold or black). Collar wings should be held in the downward position behind the tie. Arm bands must be worn if cuffs are too low below the coat sleeve.
Trousers	Black high waisted dress trousers with single or double satin stripe (traditional) down each side. Secured by black or white braces and not a belt. Trousers should be pressed with a front crease.
Skirts	Plain black skirt to below the knee.
Shoes	Black well-polished leather patent dress shoes are the traditional and preferred footwear. However, as appropriate smart black shoes may be worn.
Socks / Hosiery	Black non-patterned socks or plain black or neutral hosiery.
Bowtie	White starched Marcella bow tie (pre-tied or self-tied).
Gloves	White cotton gloves which when not worn must be carried.
Guild Insignia	Fellows - Guild Medallion Associates - Guild Lapel Pin When undertaking Toastmaster duties under the name of the Guild of Professional Toastmasters, member's must only wear the insignia of the Guild of Professional Toastmasters.
Insignia of other organisations, associates Guilds or Groups	May not be worn whilst undertaking Toastmaster duties under the name of the Guild of Professional Toastmasters. Remembrance Poppies may be worn during the timeline by the Royal British Legion.
Miniatures of orders, decorations and medals	Only Authorised (those awarded by or on behalf of a Monarch) miniatures or orders, decorations and medals may be worn. Remembrance Poppies may be worn during the timeline by the Royal British Legion.
Protective Equipment	Protective Equipment/Clothing must be worn in accordance with the requirements of the venue or organiser. In addition, when required members may wear a traditional formal hat to enable sun protection whilst working outdoors. This should be removed once inside or under cover. Members should refrain from wearing sunglasses unless prescribed.

City of London Toastmaster Livery:	
Black Tailcoat	In a Black open weave cloth with cloth covered lapels and buttons (lapels may not be satin and buttons may not be gold). A white starched cotton pocket handkerchief must be worn in the breast pocket. All buttons must be secured in place.
White Marcella Waistcoat	White low-cut starched Marcella waistcoat with cloth or mother-of-pearl buttons. A gold pocket watch with plain chain may be worn.
Shirt	White cotton wing-collared shirt with a starched Marcella front. Secured with mother-of-pearl stud buttons. Cuffs must be secured with plain cufflinks (mother-of-pearl, silver, gold or black). Collar wings should be held in the downward position behind the tie. Arm bands must be worn if cuffs are too low below the coat sleeve.
Trousers	Black high waisted dress trousers with single or double satin stripe (traditional) down each side. Secured by black or white braces and not a belt. Trousers should be pressed with a front crease.
Skirts	Plain black skirt to below the knee.
Shoes	Black well-polished leather patent dress shoes are the traditional and preferred footwear. However, as appropriate smart black court shoes may be worn.
Socks / Hosiery	Black non-patterned socks or plain black or neutral hosiery.
Bowtie	White starched Marcella bow tie (pre-tied or self-tied).
Gloves	White cotton gloves which when not worn must be carried.
Sash	When in the City of London a red & white satin sash, edged with gold piping must be worn.
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