



BRAND GUIDELINES

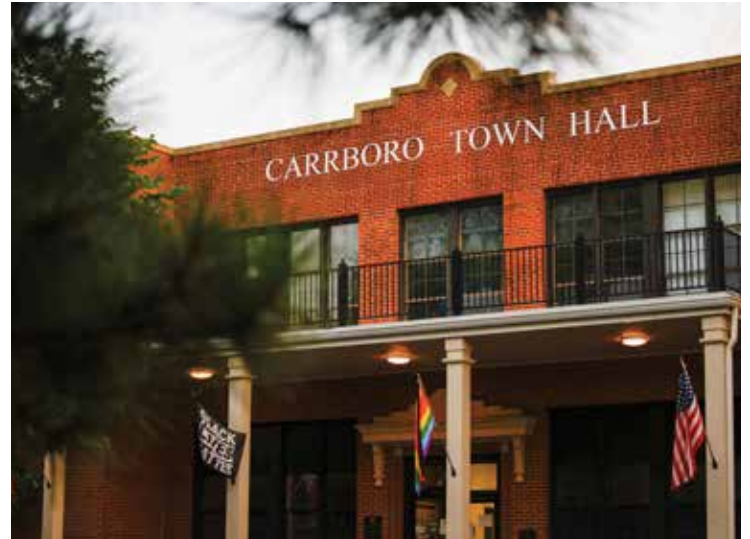
While the Town of Carrboro is made up of various departments and divisions, we are all part of the same organization. Every town employee is on the same team.

One of the best ways to show that we're on the same team is to use a shared set of branding elements – a specific combination of colors, fonts, symbols and design shapes, unique to our organization.

Branding conveys that in spite of our many services, programs events and initiatives, all of us are working together toward the common cause of making Carrboro better.

Residents and employees alike associate a specific “look” with the Town of Carrboro, making our services, events and programs instantaneously recognizable as coming from a single organization.

These brand guidelines are designed to be a helpful resource for departments when communicating from the Town of Carrboro. This will make it easier for our constituents to identify Town communications and ensure brand cohesion.



MORE COMMUNICATIONS, SPECIALTY ITEMS AND COLLATERALS

To project a professional and consistent image, all Town employees are encouraged to contact the Communication and Engagement Department for any guidance and access to communication materials designed to encourage consistency among email signatures, business cards, letterhead, report templates and more.

USE OF LOGOS BY EXTERNAL ORGANIZATIONS

Use of Town logos by external organizations without permission is prohibited. Since the use of the Town logo implies endorsement, the Town logo can only be used when the Town is supporting, sponsoring, partnering, funding or endorsing an external organization's program or event.

The Town is supportive of arts-related uses and the creative local economy. We request that when the Town's logo is used by an external group, a proof for review and approval is sent to the Communication and Engagement Department. Questions should be directed to communications@carrboronc.gov

FOR MORE INFORMATION

The Communication and Engagement Department maintains digital resources for the Carrboro brand. Please contact communications@carrboronc.gov

We are committed to implementing these brand updates in fiscally and environmentally responsible ways. Any non-digital communication pieces that are not in exact conformance to this update can be used until they are ready to be replaced. This pertains to physical items like banners and tablecloths. Please consider ordering new business cards only when your supply has been depleted.

GOVERNMENT LOGO

The Town of Carrboro Logo is a stand-alone mark that represents Town government. It should be used whenever the Town is involved.

As appropriate, all informational and informal material – including websites, uniforms, brochures, public information notices, town signage, and other collateral material – should include the government logo and exclude the town seal.

The government logo and/or the town seal may be used for official Town communications.

The Town regularly uses promotional items such as pens, pencils, key chains, T-shirts, magnets, mugs and other items emblazoned with the logo. It is the department's responsibility to ensure that vendors follow our brand guidelines. Promotional materials should use the Town logo with correct colors, proportions, size and website (when possible).

DEPARTMENT SECONDARY LOGOS

Secondary logos are available, but not required, for use by departments. Departments are required to use either the government logo or the Town seal. Preference is that departments use the Carrboro government logo. Do not use multiple logos in communication pieces including email signatures.



TOWN OF CARRBORO • NC



TOWN OF CARRBORO • NC
ECONOMIC DEVELOPMENT



TOWN OF CARRBORO • NC
FIRE-RESCUE DEPARTMENT

Carrboro's seal should be used when the Town needs to be the symbol of authority. The official seal is only to be used on designated materials such as official documents, checks, official notifications, materials representing elected officials, proclamations and resolutions. On townwide promotional materials, signage and websites, the Carrboro logo should be used. The town seal should not be used in conjunction with the town logo. The seal is not recommended for everyday design.

The town seal features a white background with a seal in the middle with Town Hall, formerly the old Carrboro School, and the date of the chartering of Carrboro - March 3, 1911 - over it. The seal includes the words "Town of Carrboro" and "North Carolina."

The Town Seals trademarked for use by the Police Department, Fire Department and General Government will appear on all town vehicles as appropriate.

Police and Fire can use the new logo as they deem appropriate. We will work with each Department on specific applications.



The Town of Carrboro has various logos interpreted from the main brand that express our community values. These can be used to promote special events, programs and initiatives; and business development, travel and tourism.

Many of these have been developed with creativity, enthusiasm, and love of community. We imagine future customizations will continue to promote various events, programs and community values. These interpretations must receive Town approval prior to use.

The Splinter Group conducted a nine-month campaign to develop a brand identity including the “Feel Free” tagline for Carrboro in 2013. This included a two-month community engagement campaign called “Let’s Talk Carrboro,” featuring “idea stations” at 23 Carrboro business, an online survey, and group and individual interview sessions.

“During our engagement with people across town, a recurrent theme emerged about a feeling of optimism, encouragement, a lack of judgment – and as a result of being unencumbered, inspired to take risks – not in a dangerous way, but more along the lines that this is a place where more is possible than you imagined. It is about dropping some things that are holding you back and being brave. It is about freedom from judgment and pessimism; and freedom to step up and be original; to be more than you thought you could be. It is not meant as an indulgent phrase. It also conveys hospitality in the same way my grandmother would say ‘*Feel free to have another slice of pie.*’”

-Lane Wurster (The Splinter Group)



ALL ARE WELCOME



FACING RACE,
EMBRACING EQUITY



The Carrboro logo should be used in PMS 376 when possible. Since there will be instances when this green color will clash with its surrounding, the following additional color versions may also be used. Context will help determine which alternate color version to use.



PMS = 376
CMYK = 50/0/100/0
RGB = 141/198/63 HEX = #8DC63F



PMS = 1685
CMYK = 0/68/100/44
RGB = 153/71/8 HEX = #994708



PMS = 158
CMYK = 0/61/97/0
RGB = 245/128/37 HEX = #F58025



PMS = 2607
CMYK = 81/100/0/7
RGB = 85/41/136 HEX = #552988



BLACK
CMYK = 0/0/0/0
RGB = 0/0/0 HEX = #000000



70% GRAY
CMYK = 0/0/0/70
RGB = 109/110/113 HEX = #6D6E71



As shown on the attached examples, the logo can be used in color and may also be used in white against a color background.

This guide is an organic document, with additional materials added on an ongoing basis.





TOWN OF CARRBORO • NC

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CARRBORONC.GOV



TOWN OF CARRBORO • NC

Heather M. Horner Holley
Stormwater Specialist

PUBLIC WORKS DEPARTMENT
STORMWATER DIVISION

Town of Carrboro
301 W. Main Street
Carrboro, NC 27510

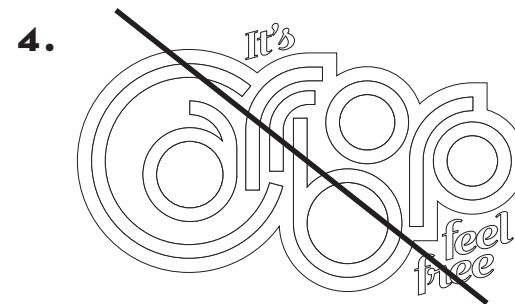
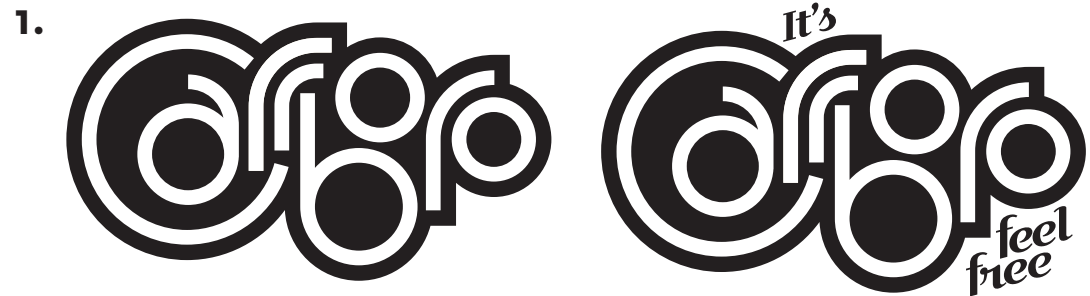
office: 919-918-7426
cell: 919-548-9412
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hholley@carrboronc.gov

CARRBORONC.GOV



The logo should always be used in accordance with the guidelines set out for brand colors and appearance.

1. These are the approved formats of the logo.
Always use the official, even when customizing as on previous page.
2. Do not stretch, distort or rotate the logo.
3. Do not modify the logo with effects such as 3D rendering or drop shadows.
4. Do not create or use an outline version of the logo.



We suggest using the fonts specified below for all supporting materials. You can see how the brand typography is used in context in the ad to the right.

HEADLINE:

Semilla - 26pt

Here is a main headline, set in Semilla

SUBHEAD:

Neutra Text - Bold Small Caps, 16pt, tracking value of 75

HERE IS A SUBHEAD, SET IN NEUTRA TEXT BOLD SC

PARAGRAPH TEXT:

Sentinel - Semibold, 11pt, tracking value of 10

Lorem ipsum dolor sit amet, nulla a sed pellentesque, non sit eu nisl eu wisi, sed nulla elit sed, eu pede odio ornare curabitur. Ac curabitur cursus, ante fusce mollit, dictum blandit dui ut, nunc et dictum vestibulum molestie. Non-ummy elit, consequat erat est ante sed mauris suspendisse, in etiam mauris.

