

# MSVMA Brand and Graphic Standards Guidelines

The purpose of brand and graphic standards are to unify communications and create a coordinated look and feel between the website, social media, flyers, certificates/medals, apparel and swag items. If you have questions about the information in this guideline, please contact the State Office.

## Logo usage

Please contact the State Office for assistance with any project that you wish to use the MSVMA logo. There are a number of formats for this graphic and you will be assisted with obtaining the best option for your project.

## Logo/graphic design

If you have a program or project that you would like to have a logo or graphic created, please contact the State Office for assistance.

## Guidelines for website pages

### Font

- Ariel
- Title of page size: 18
- Heading font size 17
- Body text size 16
- 20 point spacing between text lines
- Use 8 PM (for example, don't use 8:00PM).
- 12 PM use Noon

### Please do not use:

- All uppercase letters
- Underline text on the website
- Highlighted text
- Uppercase all letters, bold and underline text
- Date format - February 10, 2024 or 2.10.2024

### District pages

- Left column
  - District Festival dates of S&E and Choral
  - Registration Information
- Right - font size 16
  - District Manager name and email
  - Spring and Fall District meeting information
  - District Festival documents
  - Festival Scheduler link
  - District meeting minutes

### Event pages

- Left column
  - Festival information
  - Registration and payment information
  - Performance information
  - Repertoire
- Right column - font size 16
  - Registration Opens
  - Application Deadline
  - Director and Supervisor contact information at the top of the page
  - Location/Site, dates and Districts "included in location"
  - Coordinator name, title, and email
  - Host name, title and email