

# Business Card

All business cards should follow the layout shown below. The position of the signature and address / personalization information is always consistent. A maximum of 4 lines is allowed for the personalization block. A maximum of 8 lines is allowed for the address block.

## Specifications

<b>Size:</b>	3 - 1/2 inches x 2 inches
<b>Color:</b>	Signature prints FLC Dark Blue (PMS 288) and FLC Bright Blue (PMS 285) and FLC Gold (1235). Text prints FLC Dark Blue
<b>Signature Size:</b>	Signature is 5/8 of an inch in width
<b>Typography:</b>	Department, Center of Excellence – 8/9 Galliard bold Address information – 7/9 Galliard regular Employee name – 8/9 Galliard bold Employee titles – 7/9 Galliard regular
<b>Paper:</b>	80 lb. Cover Strathmore Renewal, Bright White, Recycled.
<b>Printing:</b>	Offset Lithography

