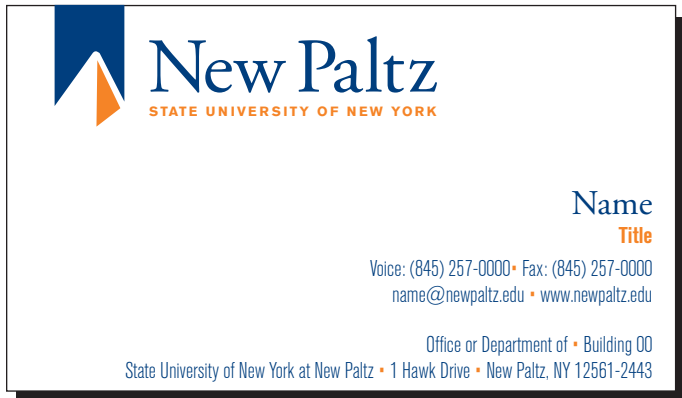


Business Card Order

State University of New York at New Paltz



SPECS

colors: PMS 281 (bluer) and 165 (orange)
logo: "NP logo with bleed.eps" bleeds to top
fonts: Adobe Garamond Pro (GarPro)
Berthold Akzidenz Grotesk (AkGr)
margins: .25" (1/4) on left, .125" (1/8) on right and bottom
[copy moves up if additional lines are needed, with the bottom line remaining on the margin line]

Name: GarPro regular 13/17, PMS 281
Title: AkGr bold condensed 8.5/11, PMS 165
line space: 3 pt. (between Title line and Voice line)
Voice, etc.: AkGr light condensed 8.5/9/5, PMS 281
bullets : AkGr light condensed 8.5/9/5, PMS 165

building names are spelled out (no acronyms)
room numbers follow building name with no punctuation
(do not use the word "room")

"Department of" precedes the dept. name (academic units)
"Office of" precedes the office name (non-academic units)
Centers may have "Center" precede or follow the name

- EXACT REPRINT (Please staple a sample of your current card over the example above.)
- UPDATE (fill in changes only below)
- NEW CARD (fill in all information below)

Name

Title

Voice: (845) 257- ____ ____ ____ ____ ■ Fax: (845) 257- ____ ____ ____ ____

____ ____ ____ ____ ____ ____ ____ ____ @newpaltz.edu ■ www.newpaltz.edu

Office or Department ■ _____ Building (we spell this out) Room number [optional]

State University of New York at New Paltz ■ _____ Hawk Drive ■ New Paltz, NY 12561- ____ ____ ____ ____