## Mennonite Church

Visual Identity Guidelines



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#### Introduction

We are pleased to share with you this booklet of visual identity guidelines for the new Mennonite Church. The Joint General Board Executive Committee of the Mennonite Church, General Conference Mennonite Church and Conference of Mennonites in Canada approved this symbol to represent the new church in February 1999.

The simple, green drawing of a dove carrying an olive branch reflects Jesus' baptism and his life and ministry, the Holy Spirit; biblical history; and the mission and values of the new Mennonite Church.

When the new visual image was being considered by the Joint General Board, former CMC general secretary Helmut Harder may have summed it up best when he said the image suggests to him the biblical pilgrimage, with references to past, present and future. "A strength of the image is that it 'touches down' at a number of places in our salvation history," he said.

Designer Glenn Fretz, Waterloo, Ont., created the image with help from designers Judith Rempel Smucker, Akron, Pa., and Ron Tinsley, Philadelphia, Pa. Fretz said that creating a symbol and visual identity system for the new Mennonite Church was the most challenging assignment of his career. "It is quite a privilege to be given the task of trying to represent the spiritual heart and soul of a people," he said.

In January 1998, a communications task force of the Integration Committee identified two projects requiring immediate attention—conducting a constituent survey and developing a visual identity system for the new church. The results of the Parkwood Constituent Survey provided the foundation for the new visual identity.

Ruth Suter, IC liaison with the communications task force, said that objectives for the new visual image were established at the outset. The task force agreed that the image should bring programs and people together, project the core values of the new church, be easily adaptable, serve as a visible symbol, position the Mennonite Church as distinct within the larger Christian movement, fit Mennonite sensibilities, stand the test of time, and meet necessary technical requirements.

We believe that as Mennonite Church Canada and Mennonite Church USA continue to develop as partner church bodies, this new image can serve to remind us of our oneness in Christ and encourage us in our desire to be a new Mennonite Church faithful to God's call for us.

We hope that you will find these guidelines clear and thorough. As questions surface, please direct them to us as indicated on the final page of this booklet.

Ron Byler Dave Linscheid Aiden Schlichting Enns



### A Symbol of Our Faith

Time after time, the Spirit in the form of a dove announces the coming of God to us. As Mennonites, we recognize the centrality of Christ as proclaimed in Scripture, revealed through the Holy Spirit, and discerned in Christian community. The new symbol, which has been specially designed for the Mennonite Church, reflects these basic tenets.

Specially designed variations of the MC symbol are available for

preferred for most applications.

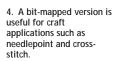
The symbol is graphically simple so it will function in all media: electronic, print, on-screen and display. The design works in both large and small scales.

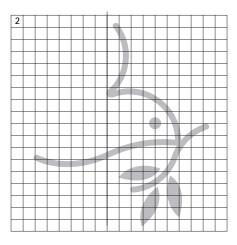
Proper use of the symbol is the cornerstone of the visual identity system. By following the guidelines outlined in this booklet, the consistent application of the symbol will be ensured.

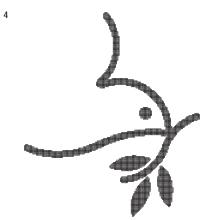
Use only the approved artwork for the symbol. Do not attempt to redraw or redesign the symbol. Artwork is available in both digital and photographic formats. Digital EPS files and reproduction proofs of the symbol can be obtained by contacting the Mennonite Church.

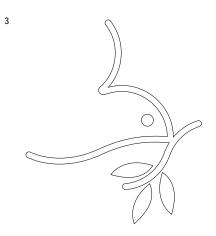
1 specific applications. 1. The solid version is

- 2. For large signs, banners or cutouts, this grid will assist in duplicating the
- 3. An outline version is available for stitching, quilt patch and other cutout applications.









A Reflection on the Mennonite Church Symbol

A strength of the image for the new Mennonite Church is that it "touches down" at a number of places in our salvation history.

- It brings to mind Genesis 1 and creation—the flood, and the dove returning with the olive branch—in other words, the biblical themes of hope and creation.
- It brings to mind the prophets' aspiration for a kingdom of peace. I think of Isaiah and Micah's visions.
- It brings to mind Jesus' baptism, where the dove appears with a voice from God affirming "this is my beloved Son."
- It brings to mind the experience of Pentecost, with the descent of the Holy Spirit, bringing the message of new life.

 It brings to mind the Anabaptist vision, with its theme of peace and renewal in the 16th century.

And, it points us to God and the Holy Spirit, extending to us an invitation to move forward with Christ and seek the kingdom, encouraging us to aspire to a new heaven and new earth. The image suggests to me the biblical pilgrimage, enveloping us with a reference to past, present and future.

—Helmut Harder, November 1998 For most applications, the symbol should be reproduced only from reproduction proofs or electronic EPS files available from the Mennonite Church.

Minimum size of reproduction



### Type Signatures

There are several groups that will use the Mennonite Church symbol. The binational and national organizations and their agencies need to be identified as well as conferences and congregations. These groups are identified by a unique type signature. To ensure consistency, it is important that type signatures be set in the same typeface with the same letterspacing and leading characteristics.

Type signatures that need to be created for a specific agency or congregation should be done only by a qualified printer or graphic designer who has access to a computer and the official typefaces.

Mennonite Church Binational

For general identification of the Mennonite Church in North America.

Mennonite Church Canada

For general identification of the Mennonite Church in Canada.

Mennonite Church USA

For general identification of the Mennonite Church in the USA.

Mennonite Church Agencies

For specific Mennonite Church agency identification in North America. This format also applies to national identities where the "Canada" or "USA" signature is used.

For independently identified agencies of the Mennonite Church, conferences and congregations.

Mennonite Frutiger Condensed Church

Mennonite ...... Frutiger Condensed Church

Canada

# Mennonite Church

## Mennonite Church

Board of **Ministries** 

An agency of the Mennonite Church

Iowa-Nebraska Conference of the Mennonite Church

..... Empty line space

A congregation of the Mennonite Church

Waterloo North Mennonite Church

Type Signature Settings:

Type Size: 24 pt Leading: 22 pt Letterspacing: +25/1000 em Typefaces: Frutiger Cond. Weights: Bold and Light

The words "Mennonite Church" must always be set in bold. National and agency references are set in

If the name of a conference or congregation contains the words "Mennonite Church", these words are set in bold and the remainder of the name is set in light.

Agency names are separated from "Mennonite Church" or the national equivalents by an empty line space.

### **Logo Formats**

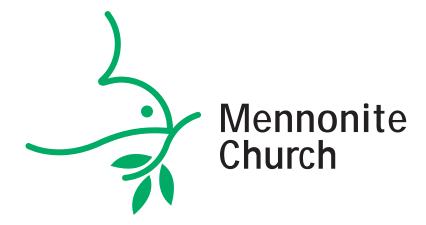
The logo is a combination of the Mennonite Church symbol and one of the group type signatures creating a unique identifying mark. There are two official formats for the Mennonite Church logo: primary (horizontal) and secondary (vertical). The primary format should be used most often.

Except in special circumstances described elsewhere in this booklet, the symbol should not appear without the "Mennonite Church" type signature.

Two logo sizes are used for most applications: 1" and 3/4". The size is based on the height of the symbol.

**Primary Format** 

This is the preferred configuration for most applications.



Secondary Format

This may be used where horizontal space is limited.



Logo sizes are determined by the height of the symbol. Sizes most often used are 1" and 3/4".





### Logo as Primary Identification

In addition to the binational and national organizations, Mennonite Church agencies and institutions are encouraged to use the Mennonite Church logo as their primary identification. A description of the agency is added to the logo as shown below. When developing an agency name, it

should be based on that particular agency's generic work (e.g. Missions, Media Services, Urban Ministries, etc.). To avoid repetition, don't use the word "Mennonite" in these descriptions.

Binational Logo for North America without and with an agency description.

This logo is used to identify agencies that serve both Canada and USA.





Board of Ministries

National Logo for Canada without and with an agency description.

This logo is used to identify agencies that serve Canada only.





Leadership Commission

National Logo for the USA without and with agency description.

This logo is used to identify agencies that serve USA only.





Executive Board

Foreign Language Logos

In settings where the first language is not English, a foreign language logo may be employed. Refer to page 4 for detailed guidelines on creating a foreign language type signature.





### Logo as Secondary Identification

For church-related agencies with their own unique identities, the Mennonite Church logo may be used together with an established logo. The decision about whether unique identities are used should be made in consultation with the MC communications office.

Existing Agency Logo as Primary

Agencies that have an established identity which will continue may choose to acknowledge their association with the Mennonite Church by using a tag line as shown.







Exisiting Congregational Logo as Primary

Congregations that have existing logos that they wish to retain may choose to acknowledge their association with the Mennonite Church by using a tag line as shown.



A congregation of the Mennonite Church





Exisiting Conference Logo as Primary

Conferences that have existing logos that they wish to retain, may choose to acknowledge their association with the Mennonite Church by using a tag line as shown.



A conference of the Mennonite Church



Existing Agency Logo as Secondary

This approach may be used as a transition between an established identity and the new MC identity.



Mennonite Church

Mennonite Board of Missions





### **Logo and Address Information**

The postal address, telephone, fax, e-mail and web address are always positioned flush left with the words "Mennonite Church". The typeface for this information is ITC Garamond Condensed Book.

1" Symbol with address information set in 8/9 ITC Garamond Book Condensed



1" Symbol with address information set in 8/9 ITC Garamond Book Condensed



3456 West Street Anywhere, PR N2G 301 T: 555-555-1212 F: 555-555-1212 E: menn@aol.com W: www.mc.org



### Mennonite Church

## Board of Ministries

3456 West Street Anywhere, ST 10001 T: 555-555-1212 F: 555-555-1212 E: menn@aol.com W: www.mc.org 3456 West Street Anywhere, PR N2G 301 T: 555-555-1212 F: 555-555-1212 E: menn@aol.com W: www.mc.org

1" Symbol with address information set in 8/9 ITC Garamond Book Condensed



### Mennonite Church USA

3456 West Street Anywhere, ST 10001 T: 555-555-1212 F: 555-555-1212 E: menn@aol.com

W: www.mc.org

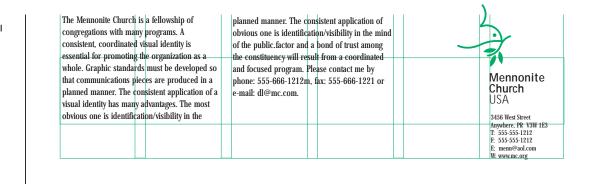
### **Logo and Address Applications**

An important role of any communications piece is to provide the reader with all the information necessary to respond. Therefore, the logo and address must appear on all publications in a consistent and clear manner. Shown below are examples of how this is achieved.

Large publication format (8.5"x 11") using horizontal logo format with two addresses.

essential for promotiną whole. Graphic standa	e organization as a must be developed so	whole. Graphic standard that communications pie				planned manner. The consistent application of a visual identity has many advantages.
				-	C	Mennonite Church 4456 West Street 3456 West Street
			Ī		A: T: F:	nywhere, ST 10001 Anywhere, PR N2G 301 2. 555-555-1212 T. 555-555-1212 5. 555-555-1212 F. 555-555-1212 W. www.mc.org W. www.mc.org

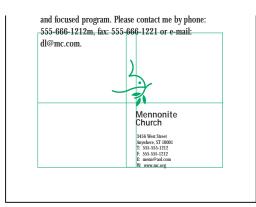
Small publication format (8.5"x 11") using vertical logo format with one address.



Small publication format (8.5"x 11") using horizontal logo format with two addresses.

Small publication format (8.5"x 11") using vertical logo format with one address.





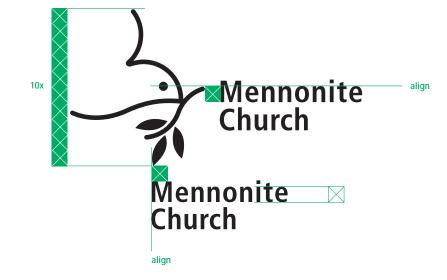
### **Logo Tolerances**

To ensure that the Mennonite Church logo is sufficiently prominent at any size, all typographic and other graphic elements should remain clear. When positioning the type signature next to the symbol, a minimum distance must be maintained between the elements.

In addition, a reserved space must be maintained around the logo into which no other elements may be placed

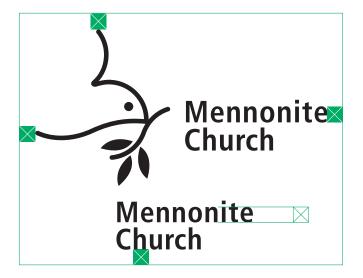
Provide a minimum space between the type signature and symbol equal to the height of the lower-case letters (x). Align as shown.

The height of the symbol is 10 times the height of the lowercase letters (x).



Provide a minimum space between the extremities of the logo and any other adjacent elements in the layout (type, illustrations, photos, etc.).

The space is equal to the height of the lowercase letters (x).



### **Typefaces**

The official typefaces for the Mennonite Church are Frutiger Condensed (characterized as a sans serif face) and ITC Garamond Condensed (a serif face). These faces were chosen because both are highly legible and versatile. If you don't have them in your type library, they are available from Adobe Systems on their website: www.adobe.com/type.

For word-processing applications, alternatives such as Helvetica and Times or Arial and English may be used. These are included in both PC and Macintosh computer operating systems.

Frutiger Condensed Bold

Use for the words "Mennonite Church" in the logo. Use also for display heads and subheads.

Frutiger Condensed Light

To be used for national designations (Canada, USA), agency and program identification in the type signature.

**ITC Garamond Condensed** 

Use for address settings and publication body text.

Helvetica or Arial

Use as body text in correspondence, memos and other word-processed documents.

Times Roman or English

Use as a body text in correspondence, memos and other word-processed documents

## **ABCDEFGHIJKLMNOPQRSTUVWXYZ** abcdefghijklmnopqrstuvwxyz 1234567890

ABCDEFGHIJKLMNOPORSTUVWXY7 abcdefghijklmnopgrstuvwxyz 1234567890

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopgrstuvwxyz 1234567890

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

### **Colour and Materials**

The official colour for the Mennonite Church identity program is MC Green to match PANTONE\* 354. The logo may appear in either one or two colours as shown below and opposite. The preferred form is two colours where the symbol is MC Green and all type is black. Acceptable variations of colour and material usage are also outlined on these pages.

MC Green symbol and black type on white background.

This is the preferred colour arrangement.



MC Green symbol and type on white background.



White symbol and black type on MC Green background.



White symbol and type on MC Green background.



MC Green

Solid Colour	PANTONE* 354
Four Colour Process	C 91 M0 Y83 K0

\* PANTONE and Pantone's reproduction codes are registered trademarks of Pantone, Inc., Moorachie, NJ.

Black symbol and type on white background or white symbol and type on a black background.

Symbol and type in a single colour other than MC Green or black on a white background or white symbol and type on a single colour background.

For selected print applications, the symbol can be blind embossed.

Symbol may be fabricated in wood, plastic or metal.

Symbol crafted in needlepoint or quilt applique. Patterns are available on request.

















#### **Incorrect Use**

An important factor in creating and maintaining a visual identity is the consistent presentation of the identity elements. Therefore, the way the logo is displayed must be given careful attention. Shown below are examples of incorrect or unacceptable uses of the Mennonite Church logo.

Do not wrap type closely around the symbol.

> Jesus' baptism, li and ministry Holy Spirit biblical histo and the mission and

Do not substitute other typefaces or letterforms in the logo.

Do not add any other phrases to the logo.

MENNONITE CHURCH

Mennonite Church Servanthood Mai ters

Do not combine elements of other logos with the MC symbol.



Mennonite Church

The simple, green drawing of a dove carrying an olive

branch reflect

Do not use a shape to tightly surround or enclose the symbol.



Do not change the orientation of the symbol.



Do not distort, stretch or vary the proportions of the logo.



Do not apply a texture or pattern to the logo.



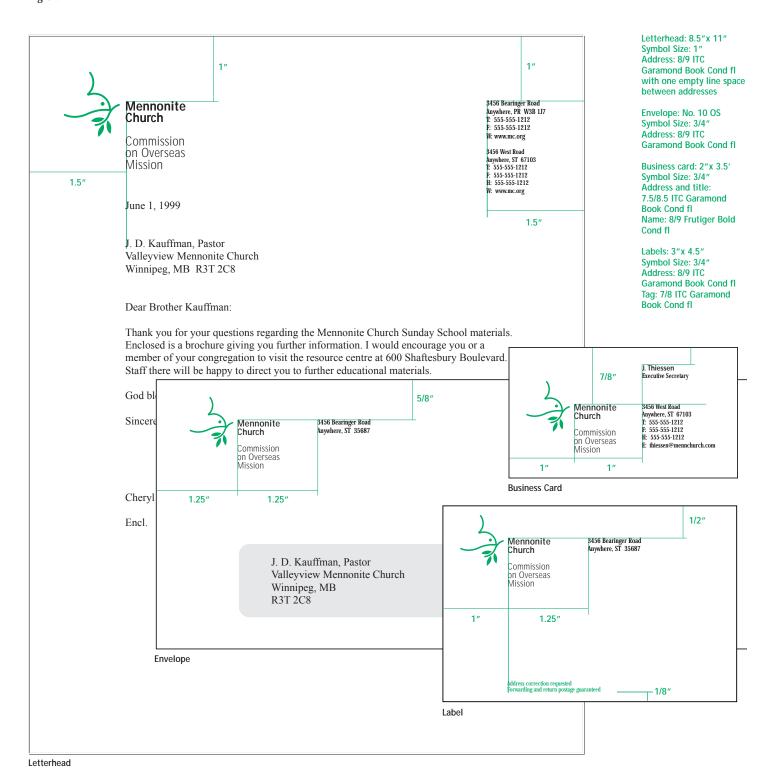
Do not use two colour combinations other than specified in this manual. The logo should not be reproduced in a halftone screen of any colour.



### **Stationery for Church Agencies**

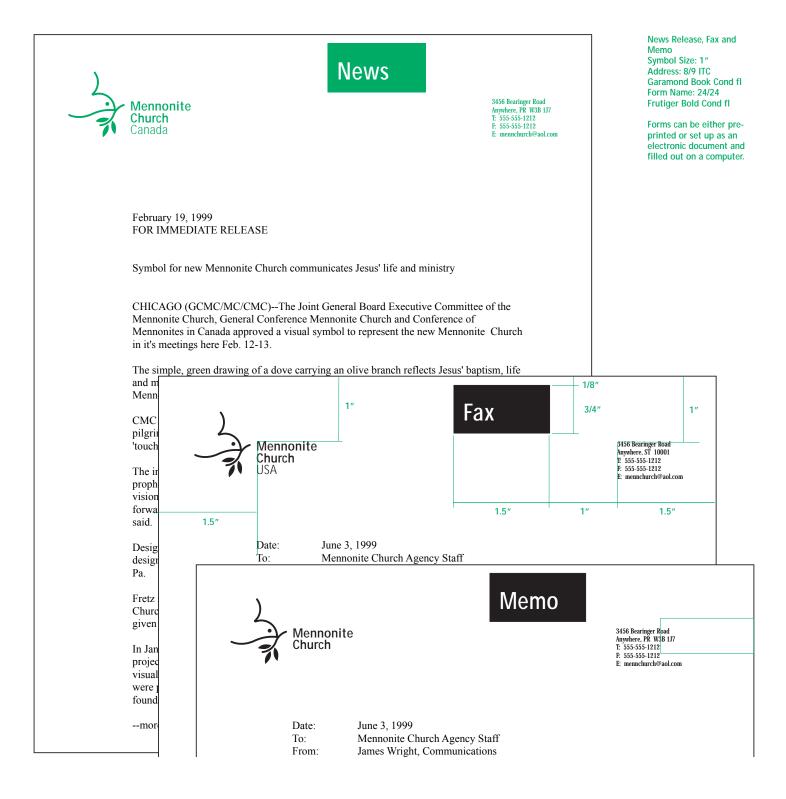
Mennonite Church agencies subscribing to the visual identity program will use the standard stationery layouts shown below.

The message portion of the letter is entered in a simple block arrangement using a readily available word-processing typeface such as Times Roman or English.



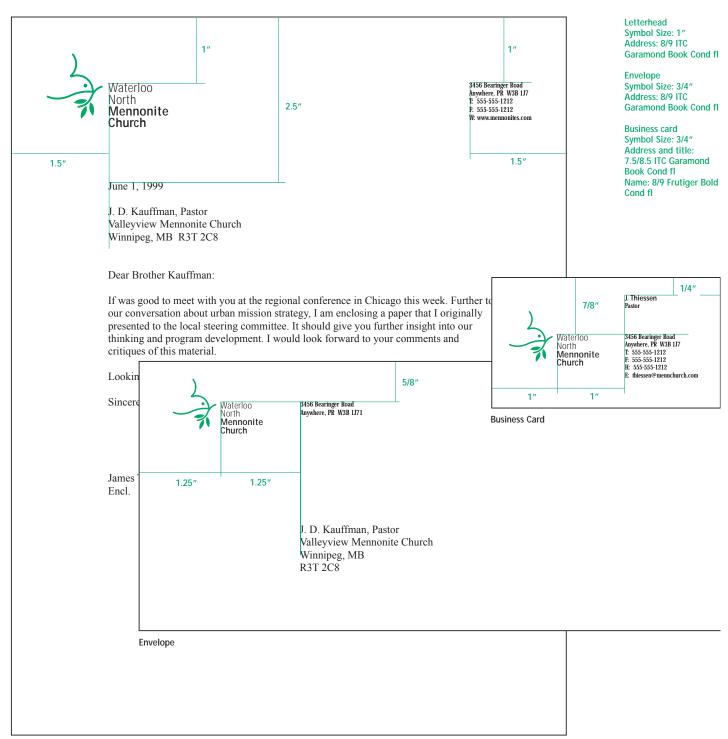
### Forms for Church Agencies

Memo, fax and news release forms can be pre-printed or set up as an electronic form on a computer. The message portion of the forms is entered in a simple block arrangement using a typeface such as Times Roman or English readily available on computer word-processing applications.



### Stationery for Congregations

Congregations are encouraged to adopt the Mennonite Church image for their stationery, literature and signs. Shown below is a typical application of a local church name with the MC identity.

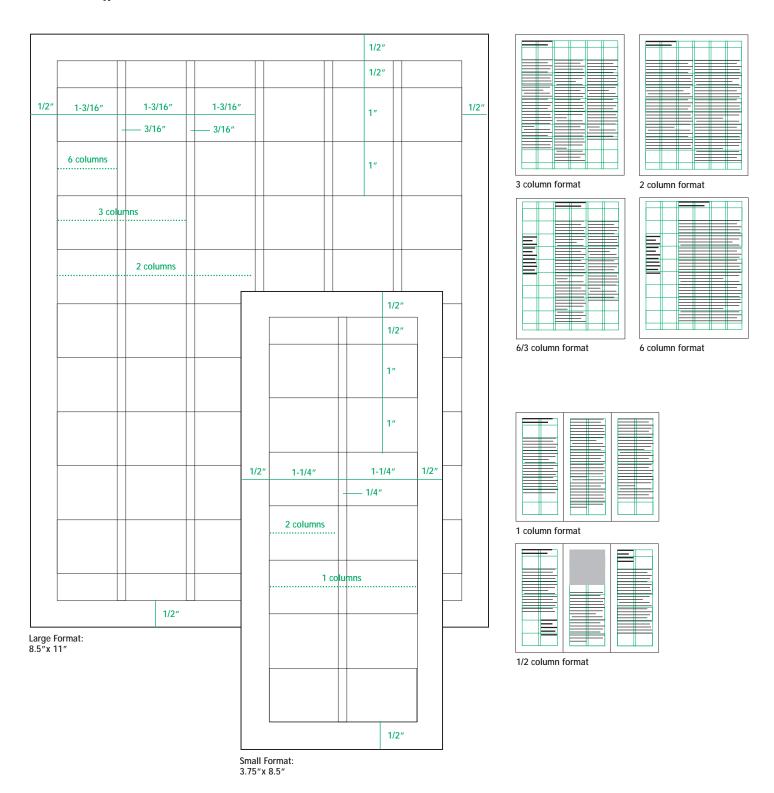


Letterhead

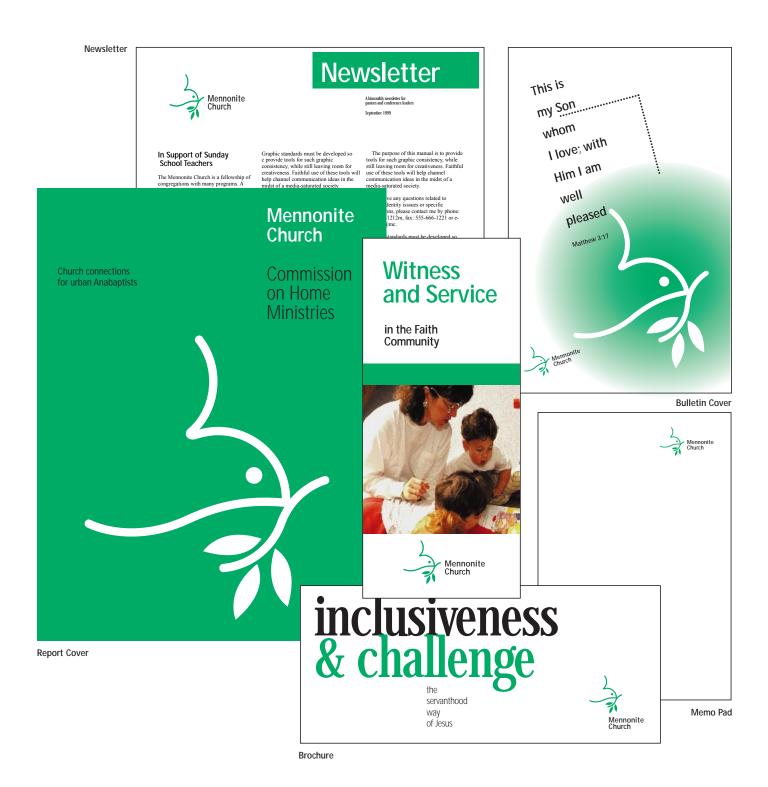
### **Publication Formats**

To assist with the consistent presentation of the Mennonite Church identity in print, two publication formats have been developed. The large format is a standard 8.5"x 11" size and may be used for newsletters and reports. The small format is a standard 3.75"x 8.5" size and is used for brochures. It is most often derived from an 8.5"x 11" sheet size and folded twice to create a typical brochure.

Each format employs a grid to help organize and define the space. These grids are shown below. Within the grid there is provision for a variety of column widths and layout possibilities. The thumbnails indicate layout variations that are possible within each publication format grid.



This page shows examples of Mennonite Church publications which generally follow the guidelines set out in this booklet.



### Signage

Signs can create a strong visual link with other print and media applications. Even though church buildings are physically different, by using this system, a consistent look and feel can be established and maintained for Mennonite churches and church offices throughout North America.

If in doubt about what is appropriate, check with an architect, graphic designer or the Mennonite Church office

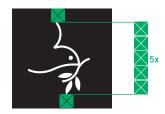
All signs are designed on a modular grid of squares. The first module contains the symbol which is sized and positioned within the square as shown.

The symbol module must always be green and appear in the upper left corner of the sign.

The sign shape will be determined by either:

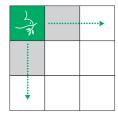
1. multiplying the module

2. superimposing the module onto an existing sign.



Symbol Module

The green background may be extended horizontally or vertically to create a feature as shown in the examples on the opposite page. When deciding a sign shape, simple ratios are best, e.g. 1:1, 1:2, 1:4, etc.



Modular Grid

Single-line Layout

For use on signs ranging from main building identification to directional and room identification



Multiple-line Layout

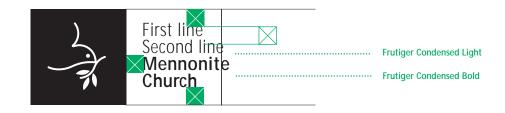
For vertical and horizontal signs of virtually any size and dimension.

Note:

If the words "Mennonite Church" are included in the name of the congregation, they are set in bold while the rest of the name is set in light.

If the words
"Mennonite Church"
are not included in the
name of the
congregation, the
complete name is set in





Typical sign construction materials include: aluminum, plexiglass, concrete, steel and wood.

Signs may be internally illuminated, externally illuminated and non-illuminated.



## First Mennonite Church

Main Identification



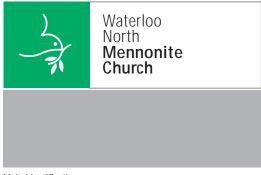
Wall-mounted Identification



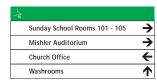
Post-mounted Identification



Post-mounted Identification with changeable messages



Main Identification



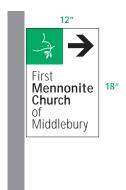
Directional

#### **Trailblazers**

These small signs attached to existing lamp posts or on their own posts direct traffic from major routes to the church location.

Check with local authorities before proceeding with plans for this type of sign.





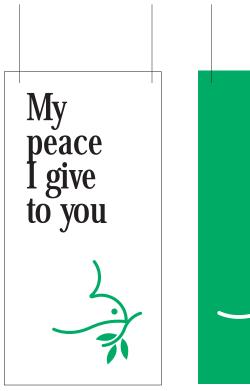
## **Congregational Applications**

There are many opportunities to employ the symbol and/or logo for decorative purposes in congregational settings. Some suggestions include the use of fabrics for banners, wood and metal for cut-outs, needlepoint, quilting and cross-stitch.

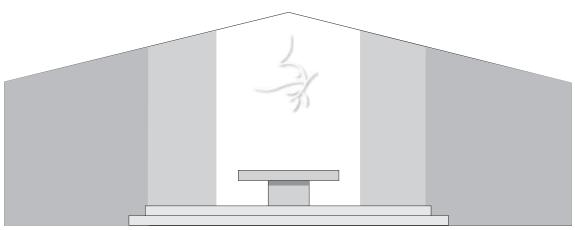
Three-dimensional wood cutout, fabric banners, cross-stitch and quilt applique.



Wood Plaque



**Hanging Banners** 

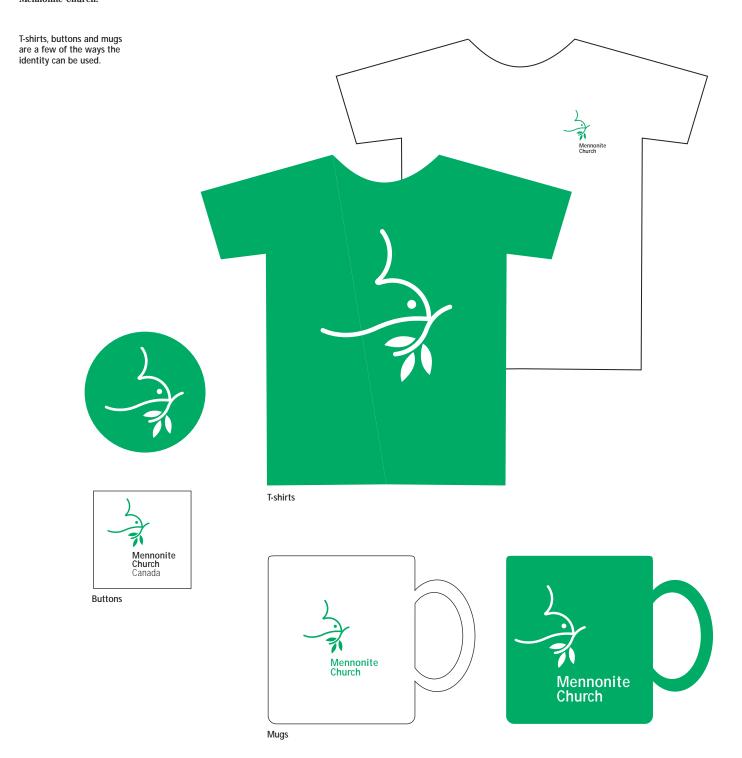


Church Interior

## **Other Applications**

The symbol can be applied by itself or as part of the complete logo in a variety of items such as T-shirts, mugs, buttons, etc.

It is important to use approved artwork in the production of these items. Camera-ready reproduction proofs and digital files are readily available from the Mennonite Church.



### Where To Go for Help

This manual will help you use the Mennonite Church's visual identity program with ease and accuracy. Of course, it can't address every possible application. For help with any situation involving application of the MC logo, contact:

#### Mennonite Church USA

Dave Linscheid 722 Main Street, P.O. Box 347 Newton, KS 67114-0347 T: 316-283-5100 F: 316-283-0454 E: davel@gcmc.org

J. Ron Byler 421 S. Second Street, Suite 600 Elkhart, IN 46516-3243 T: 219-294-7131 F: 219-293-3977 E: rbyler@juno.com

#### Mennonite Church Canada

**Aiden Schlichting Enns** 600 Shaftesbury Blvd. Winnipeg, MB R3P 0M4 T: 204-888-6781 F: 204-831-5675 E: asenns@confmenno.ca



Symbol & Guidelines Design: Glenn Fretz Limited Advisors: Ruth Suter, Barth Hague
Photography: Carl Hiebert
Production Coordination: Faith and Life Press **Printing:** Mennonite Press Inc.
Special thanks to Irene Ruby, Dorothy Snyder & Harvey Snyder for the craft applications of the symbol



