

# **Email Signature Style**

#### THE BASICS

- Font Name: Montserrat, 14 point, bold; Other text: Montserrat, 9.5 point
- Color DG Navy, #00205b
- Refer to the <u>DG Style Guide Chapter Names</u> for the proper chapter name format.

#### **CUSTOMIZE**

- You may add a "Pay Your Dues" link if you choose.
- Adding your phone number is optional.
- You may add your pronouns.

#### **EXAMPLES**

## Name

Chapter-School Title/Position (123) 456-7890

email@deltagamma.org



### Name

Chapter-School Title/Position (123) 456-7890

email@deltagamma.org

**Delta Gamma Fraternity** 3250 Riverside Drive Columbus. OH 43221



#### **INSTRUCTIONS**

In Outlook, there's sometimes an issue with the sizing of the brandmark and it appears disproportionately larger than the rest of the signature. We recommend people use a table with no visible border lines and put the brandmark in one cell and then the adjacent cell holds only the text.

Review instructions for adding your email signature by clicking the type of email account below.

- <u>Gmail</u>
- Outlook/Microsoft
- Apple

• <u>Yahoo</u>