

# Credit Union Signature Requirements

## **Consumer Insurance Solutions**

## Please use these guidelines to provide your credit union Official's signature.

Following these standards ensures we can create professional looking marketing pieces with your Official's signature. If the signature doesn't meet these requirements, we will use script font instead of written signature.

## Orientation

Horizontal

Overtly long ascenders and descenders will make your signature look smaller when it fits within the standard sizing.

## Format

Adobe Illustrator or TIF Vector image required for written signature, or we will use your name in script font. Note: JPGs or GIFs do not provide a good quality logo.

## Resolution

(600 DPI) 600 dpi transparent background

## Color

Black / White and Color (No Grayscale)



#### Size

2.75" Wide and 0.375" High

Please ask your marketing department for the appropriate format mentioned above and send your file to <u>consumerinsurance@trustage.com</u>

## **Questions?**

If you have questions, please contact 800.428.3932

## SIGNATURE AREA

.375" H x 2.75" W Scales top of highest ascender to bottom of lowest descender

## Insurance | Investments | Technology



## FAQs

How do I get my signature into vector format?

- 1. Write your name on a sheet of paper. a. We suggest using a, fine point or ultra-fine point black marker.
- 2. Scan your signatures to create an electronic format of your signature. a. Scan at 600 DPI minimum
- 3. Send your electronic scan to your marketing or creative department a. Send along with instruction below to clean your signature up
  - i. Must have transparent background (removing any white or color from the scan.)
  - ii. Other settings may be used to help clean up the signature. Use your best judgment and skills to make a clean, crisp signature.
    - 1. Image Adjustments Brightness/Contrast
    - 2. Image Adjustments Levels
    - 3. Image Adjustments Threshold
    - 4. Image Adjustments Curves
    - 5. Filter Noise Dust and Scratches
    - 6. Filter Filter Gallery Sketch/Photocopy
    - 7. Filter Filter Gallery Artistic/Dry Brush
    - 8. Filter Filter Gallery Artistic/Cutout
  - iii. Any setting used to clean up the logo, please make sure the result is Black only not grayscale.

iv. Final signature size should fit within the dimensions of 2.75"W x .375" H and your signature should be in vector format not raster format.

### Insurance | Investments | Technology