

Guidelines for use of the 50<sup>th</sup> anniversary stamp.

1. The stamp must be used together with the Penn State Harrisburg mark, with the mark appearing first or bigger in size. See email header as an example.



2. When using the stamp in an email signature, Penn State Harrisburg should always be listed first and should be more prominent than the stamp.

Example: **Jane Smith**  
**Associate Professor of Communications**  
**Penn State Harrisburg**



3. The file used for email signatures should not be used for other purposes. If the 50<sup>th</sup> anniversary stamp is to be used in print, promotional items, or other uses, please submit a request so that the appropriate file can be provided for your specific needs. Include information about how you intend to use the logo, including: type of material and background color it will be printed on, the approximate size of the imprint area where the college logo will be, etc.