

Email signatures

Email signatures should be done as shown here. System employees may download the email signature template from the branding website.

- Text size should be 10pt, Arial (Helvetica, san-serif).
- Text color should be black.
- Please keep the campuses legible and crisp.
- If your department has official CU social media accounts (i.e. Facebook, Twitter, etc.) you may add the [social media icons](#) ^[1] below the system logo.

System administration example:

Name
Title, Department
University of Colorado
1800 Grant Street, Suite 000
Denver, CO 80203
t 303 860 0000
c 303 555 0000
f 303 860 0000
www.cu.edu ^[2]



Board of Regents example (to be used by the board and board staff only):

Name
Title, Department
University of Colorado
1800 Grant Street, Suite 000
Denver, CO 80203
t 303 860 0000
c 303 555 0000
f 303 860 0000
www.cu.edu/regents ^[3]



Univer

Boulder | Co

BOARD OF

Source URL:<https://www.cu.edu/brand-and-identity-guidelines/email-signatures>

Links

[1] <https://www.cu.edu/brand-and-identity-guidelines/social-media> [2] <http://www.cu.edu>

[3] <https://www.cu.edu/regents>