

Identity Guidelines

Revised June 2023





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Introduction

The Diocesan logo forms the baseline visual element of our visual identity and is a crucial asset in promoting public recognition and brand awareness.

The visual identity appears on all communications that represent the Diocese of Ely, so it is important that a robust system for establishing a consistent look, feel and tone is in place.

These guidelines are designed to support you in presenting the Diocesan visual identity in a consistent way within the materials you produce. They apply to printed and digital media – both internal and external facing.

If you have any queries or need help with any aspect of these guidelines, please contact a member of the Communications Department on communications@elydiocese.org



Section 1 Corporate Logo

The Diocese of Ely Logo
The Logo Elements
Clearspace and Computation
Incorrect Logo Applications

The Diocese of Ely Coat of Arms

"Gules three crowns or" - meaning three gold (or) crowns, two placed above a third, all on a red (gules) background.

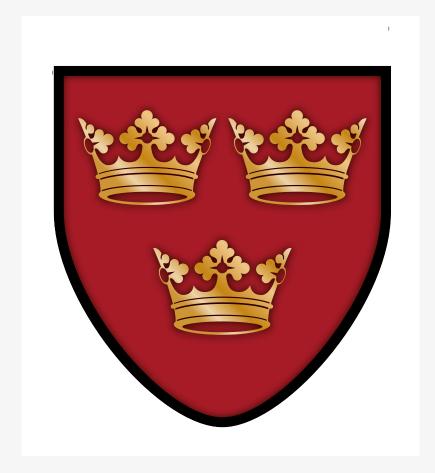
The crowns are said to represent the crowns of Etheldreda the foundress, her elder sister Sexburga, who founded the Nunnery at Sheppey and her niece Ermenilda, who succeeded her as Abbesses of the Ely Monastery. All three were queens, which explains the use of the crowns.

Etheldreda was married to Ecgfrith who became King of Northumbria, Sexburga was married to King Erconbert of Kent and Ermenilda to Wulfhere, King of Mercia. Nicholas Rogers: The Origins of English Diocesan Coats-of-Arms, Harlaxton Proceedings 1998, published 2003: "The earliest English diocesan coat-of-arms, it is generally agreed, is that of Ely: gules three crowns or. The seal of William de Luda (1290-98) is usually cited as its earliest occurrence"

It is possible that the same shield under the feet of the figure of Hugh of Balsham on the first seal of Peterhouse (dated to 1284) may be a slightly earlier example.

There is also a theory that the three crowns are ducal coronets, derived from the arms of the East Anglian Kings.

The Coat of Arms



1) The Crest

A standalone crest is used on some templates, including minutes, briefing notes etc. but usually only for internal facing documents. The exception to this is where the crest is used as the icon within a document in which the full logo is also present and in certain electronic circumstances, such as on the database and website (as a favicon for the website, for example).

The Diocese of Ely Logo

Our logo tells us that:

We are the Church of England. We are the Diocese of Ely.

The Full Logotype

It consists of two primary elements – our crest and the name of the diocese. The logo positions us within the family and personality of the national Church and builds upon the strength of the long history of Christian presence in the diocese. It is used to identify official communications of the Diocese, both internal and external facing. These include correspondence, publications, advertising, marketing materials, presentations, and digital platforms.

The Logotype



1) Full Colour Logo

The main logo is used on white.

The Diocesan Vision includes 'we pray to be generous and visible people of Jesus Christ' and 'Engage · Grow · Deepen' are core components. It is therefore appropriate to include one or both of these elements as a footer on both printed and electronic publications and documents. This might include the use on official communications, including printed stationery, online templates, in correspondence, emails, and especially in publicity and marketing materials, etc.

Monotone Logo Black





Monotone Logo White





2) Monotone Logo Black

3) Monotone Logo White

Recommended formats.

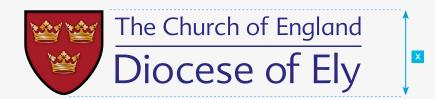
The logo should always be reproduced from a digital master. It is available in the following file formats: Eps: professional usage Jpeg: desktop publishing Gif or png: digital usage The logo formats can be found on the Diocese of Ely website

Attention:

Use of any stylized, animated, hand drawn or other versions of an unofficial logo is not permitted. This undermines the logo system and brand consistency.

Logo Construction and Clearspace

It is important to keep corporate marks clear of any other graphic elements. To regulate this, an exclusion zone has been established around the corporate mark. This exclusion zone indicates the closest any other graphic element or message can be positioned in relation to the mark or the symbol itself and our "company name" – they have a fixed relationship that should never be changed in any way.



Clearspace

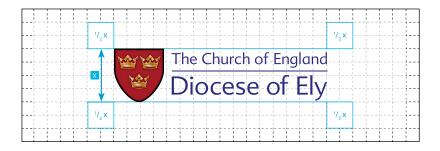
Full Logo

Definition

Whenever you use the logo, it should be surrounded with clear space to ensure its visibility and impact. No graphic elements of any kind should invade this zone.

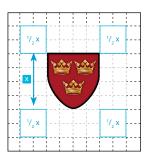
Computation

To work out the clearspace take the height of the logo and divide it in half. (Clearspace = Height / 2).



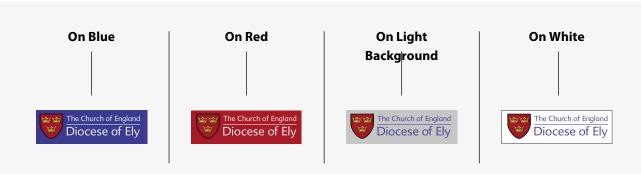
Clearspace

Logo Crest



The logo crest can be used sparingly within a design or publication, but only when the primary logo is used in the same document.

Application on a Background



Minimum Logo Sizes

Full Logo

Minimum Size: 45 mm

Logo Symbol

Minimum Size: 12 mm







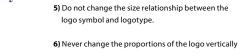


Don'ts

Incorrect Logo Applications







3) Do not alter the logo symbol

4) Do not alter the logotype style

 ${\bf 2)}$ Do not change the colour of the $\,\log o$



Diocese of Ely



6) Never change the proportions of the logo vertically or horizontally or alter the appearance in any way

1) Do not alter the position of the logo symbol and the

The Diocese of Ely Secondary Brand Identities

There are occasions when a secondary logo will be used on the same page or in the same document as the primary logo. examples of this would be the Ely2025 logo or Diocese of Ely Education logo.

Secondary logos should not be used in isolation, they should always be accompanied by the primary diocesan logo. The primary logo does not need to be included on every page of a publication, where the secondary logo might be, but must be prominent on the publication in at least one place.

The same core rules apply to the secondary logos use as apply to the primary logo.

Departments wishing to have a new logo identity developed must first seek the authorisation from the Diocesan Secretary, and then liaise with the Head of Communications, who will manage the process and logo creation and sign-off.

Examples

Secondary Logo





Usage

Secondary Logo

The primary logo should generally be positioned on the top left or bottom right of the page.

A secondary logo (e.g. Ely2025) when used alongside the primary logo should then typically be placed either top right of the page, or bottom left.



Section 2 Corporate Typography

The Corporate Fonts Primary Font Secondary Font Font Hierachy

The Corporate Fonts and Typography - Primary Font

Typography plays an important role in communicating an overall tone and quality. Careful use of typography reinforces our personality and ensures clarity and harmony in all Diocese of Ely (DoE) communications.

We have selected Myriad, Arial and Trebuchet MS, as the primary and secondary corporate typefaces.

Primary Font Myriad

MYRIAD

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklm

nopqrstuvwxyz

Regular

Α В C D E F G Н M 0 Q Т U ΥZ Χ b d e f k a C h m t n 0 q u Ζ

Type Examples Myriad

Figures 0 1 2 3 4 5 6 7 8 9 0

Special Characters

! " § \$ % & / () = ? `; : ; " ¶ ¢ [] | { } \neq ¿ ' « Σ € ® † Ω " / ø π • ± ' æ œ @ Δ ° a © f ∂ , å ¥ ≈ ¢ $\sqrt{\ }$ ~ μ ∞ ... - \leq < > \geq \sim > < >

Font Download Link

Direct Link: https://fonts.adobe.com/fonts/myriad https://www.cufonfonts.com/font/myriad-pro





The Corporate Fonts and Typography - Secondary Fonts

Secondary Font Trebuchet

TREBUCHET MS

Bold ABCDEFGHIJKLM NOPQRSTUVWXY bcdefghij k l stuvw q r X Regular A B C DEF GHIK OPQRST UVWXY cdefghi j k l р qrstuvwxy Ζ **Figures** 0 2 3 4 5 6 7 8 9 0 1 Special

Type Examples Trebuchet

Font Download Link



 $\label{link:ms-2} \mbox{Direct Link: https://www.cufonfonts.com/font/trebuchet-ms-2}$

The Corporate Fonts and Typography - Secondary Fonts

Secondary Font Arial

ARIAL

Bold

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m
n o p q r s t u v w x y z

Regular

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m
n o p q r s t u v w x y z

Type Examples Arial Figures 0 1 2 3 4 5 6 7 8 9 0

Special Characters

! " § \$ % & / () = ? `; :

i " ¶ ¢ [] | { } \neq ¿ '

« \sum € ® † Ω " / ø π • ± '

æ œ @ Δ ° ° ° θ θ , å θ ≈ θ $\sqrt{2}$ ~ μ % ... - θ < > θ ~ θ > θ

Font Download Link Direct Link: https://catalog.monotype.com/family/monotype/arial





Typography and Text Hierarchy

Typographic hierarchy presents lettering so that the most important words are displayed with the most impact so users can scan text for key information. Italics should only be used where necessary in distinguishing text within a paragraph. Underlining

should generally only be used to indicate a website or email address. Do not underline headings. The guidelines below apply to any of the permitted diocesan fonts, the example given below is Myriad Pro.

Context Text and Inner Headlines

Caption Text (i.e. for images or tables)

Diocese of Ely

Myriad Pro Italic 7pt Type / 10 pt Leading

Copy Text (i.e. the main body text)

Diocese of Ely

Myriad Pro Regular. Lower case letters. All body text should be aligned-left; not justified. 11pt Type / 11pt Leading

Headlines Copytext

Diocese of Ely

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Myriad Pro Semibold 12pt Type / 12pt Leading

Headlines and Typobreaks

Sublines Sections

Diocese of Ely

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Myriad Pro Semibold 16pt Type / 16pt Leading

Big Headlines and Title

Diocese of Ely

Myriad Bold

Ads and Flyers Headers

DIOCESE OF ELY

Myriad Bold - Capital Letters

Do not use upper case in body copy, except for sentence case.



Section 3 Corporate Colour System

The Corporate Colours
Primary Colour System
Secondary Colour System

The Primary Colour System and Colour Codes

The colours below are recommendations for various media. A palette of primary and these secondary colours have been developed and consistent use of these colours will contribute to the cohesive and

harmonious look of the Diocese of Ely identity across all relevant media. Check with your designer or printer when using the corporate colours that they will always be consistent.

Primary Colour System

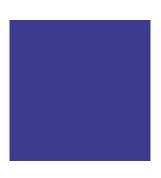
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Explanation:

The base colours of the logo are red, black and gold with blue.
These colours form the core of the colour palette. Never recolour the logo.

Usage:

Use them as the dominant Colour palette for all internal and external visual presentations of the company.



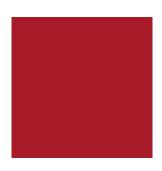
Primary Colour Blue

Colour Codes

CMYK : C092 M086 Y001 K000

Pantone : 2117C

RGB : R039 G047 B146 Web : #3b398d



Primary Colour Red

Colour Codes

CMYK : C020 M099 Y082 K021

Pantone : 200C

RGB : R165 G029 B047 Web : #a71a26



Primary Colour Gold

Colour Codes

CMYK : C016 M046 Y091 K001

Pantone : 7413C

RGB : R226 G181 B116 Web : #d48817



Primary Colour Black for Body Text

Colour Codes

CMYK : C000 M000 Y000 K100

 Pantone
 :
 Process BlackC

 RGB
 :
 R000 G000 B000

 Web
 :
 #000000

The Secondary Colour System and Colour Codes

The Colours below are recommendations for various media. A palette of primary colours has been developed and consistent use of these colours will contribute to the cohesive and harmonious look of

the Diocese of Ely identity across all relevant media. Check with your designer or printer when using the corporate colours that they will always be consistent.

Secondary Colour system

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Explanation:

This palette is offered to provide a range of colours to complement the core colours of the logo.

When choosing a colour it is important to consider text legibility. Choose colours from the palette which will best project the information clearly, effectively and complement any chosen images. There should always be a good contrast between text and its background colour. Dark type on a white or very light background is the most legible. White type should only be used on a very dark background.

Usage:

Use them to accent and support the primary colour palette.
Please note: they should be used sparingly and only used as a panel background to highlight a particular section of content.



Colour Codes

CMYK : C000 M070 Y074 K005

Pantone : XXXC

RGB : R242 G073 B063 Web : #F2493F



Colour Codes

CMYK : C000 M017 Y094 K005

Pantone : XXXC

RGB : R242 G202 B015 Web : #F2CA0F



Colour Codes

CMYK : C089 M000 Y054 K005

Pantone : XXXC

RGB : R027 G242 B112 Web : #1BF270



Colour Codes

CMYK : C048 M000 Y074 K005

Pantone : XXXC

RGB : R126 G242 B063 Web : #7EF23F



Colour Codes

CMYK : C094 M036 Y000 K005

Pantone : XXXC

RGB : R015 G154 B242 Web : #0F9AF2



Colour Codes

CMYK : C000 M089 Y000 K0005

Pantone : XXXC

RGB : R242 G027 B242 Web : #F21BF2

The Tertiary Colour System and Colour Codes

The Colours below are recommendations for various media. A palette of primary colours has been developed and consistent use of these colours will contribute to the cohesive and harmonious look of

the Diocese of Ely identity across all relevant media. Check with your designer or printer when using the corporate colours that they will always be consistent.

Tertiary Colour system

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Explanation:

The tertiary palette is based on 3 primary colours.

Usage:

It should be used to give more shades and colour variation for design elements such as charts, illustrations and assets which are used less frequently.



Colour Codes

CMYK : C059 M060 Y000 K015

Pantone : XXXC

RGB : R089 G087 B217 Web : #5957D9



Colour Codes

CMYK : C029 M030 Y000 K038

Pantone : XXXC

RGB : R112 G112 B159 Web : #70709F



Colour Codes

CMYK : C029 M030 Y000 K015

Pantone : XXXC

RGB : R153 G152 B217 Web : #9998D9



Colour Codes

CMYK : C048 M000 Y074 K005

Pantone : XXXC

RGB : R242 G039 B056 Web : #F22738



Colour Codes

CMYK : C094 M036 Y000 K005

Pantone : XXXC

RGB : R181 G083 B091 Web : #B5535B



Colour Codes

CMYK : C000 M054 Y050 K0005

Pantone : XXXC

RGB : R242 G111 B122 Web : #F26F7A



Section 4 Communication Examples

Weight Print
120g/m CMYK
Uncoated white

Letterhead

-

The diocesan A4 letterhead is available as a digital template. The template is available with both full colour logo and with monotone logo.

Usage:

The letterhead will be used for all official communication that goes out from the Diocese of Ely.

Use the monotone logo if the document is to be used for photocopying in black and white.

- Body text should be aligned left and unjustified.
- Use one space between sentences.
- The preferred left and right margin is 2cm.
- The preferred line space is 1.15 lines.
- The preferred font size is 12pt.
- Do not indent paragraphs unless part of design for a poster or brochure, etc.



We pray to be generous and visible people of Jesus Christ.

The Ely Diocesan Board of Finance is a company limited by guarantee, Registered in England No. 142183. Charity No. 245456

Diocesan Office, Bishops Woodford House, Barton Road, Ely CB7 4DX Tel: 01353 652700 www.elydiocese.org

Dimensions 297 x 210mm DIN A4

Business Cards

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Usage:

Business cards are available to all staff that have representational roles.

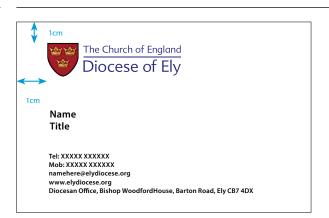
Contact Communications to order for your department.

Weight

400g/m Uncoated white

Print

CMYK



Dimensions

85 x 55 mm

Compliment Slips

-

Usage:

Printed copies of a general compliment slip are available from the stationery department.

Weight

400g/m Uncoated white

Print

CMYK



With compliments

We pray to be generous and visible people of Jesus Christ.

The Ely Diocesan Board of Finance is a company limited by guarantee, Registered in England No. 142183. Charity No. 245456

Diocesan Office, Bishops Woodford House, Barton Road, Ely CB7 4DX. Tel: 01353 652700 www.elydiocese.org

Dimensions

210 x 99 mm

Job Advertisements

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Explanation:

Printed media job advertisements should generally use the monotone logo, as this ensures its clarity if printed in monochrome.

It should be aligned left. Content should follow Diocesan editorial house style and conventions where possible.



Job title

Ficidendit re nos accument et alias aliquamusae veliquia volut apictur sectum fuga. Os ius volupta tiberitas e xplam serit voluptatia dolore, si ne landam, verum non nullorestis pedi dolore nis dus rem volupta volorios dolum nonsed maio endignis aut minusapedit lanti quam harit qui cuptas essitis sum im quid qui aspissimus.

Ucimint harum es es atisquo cusam doluptur?

Closing date: Monday 12 June

Interviews: Tuesday 27 June

For further information, please visit the website www.elydiocese.org/vacancies

Publicity Materials

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Usage:

Departments, Boards or Councils may wish to further identify themselves with the logo on publicity materials specific to their area.

- Include the name of your office, council, etc. only under the name of the Diocese, not under the crest.
- Text should be placed outside of the logo exclusion zone.



Office of the Archdeacon of Huntingdon and Wisbech

Email Signature

-

Usage:

This is the recommended method of presenting contacting information and our Diocesan office details at the foot of an email. It can be edited in Outlook by clicking on File – Options – Mail – Signature.

Name Job title Diocese of Ely

Tel Email address

www.elydiocese.org

www.facebook.com/elydiocese https://twitter.com/DioceseofEly

Fly Diocesan Board of Finance

Company limited by guarantee Number 142183. Charity Number 245456. Registered in England & Wales. Registered Office: Diocesan Office, Bishop Woodford House, Barton Road, Ely CB7 4DX Tel: 01353 652700

We pray to be generous and visible people of Jesus Christ

Pull Up Banners





Poster



Flyer



A gathering for whole congregations Workshops • Inspiration • Displays • Prayer

Main speakers

Graham Cray: author of the Mission Shaped Church report and one of the Church's foremost thinkers on mission in England today. **Bishop Stephen:** Bishop Stephen will draw the day together and send us out with his wisdom and his blessing.

Bishop Stephen adds: "I warmly commend this day, and look forward to meeting many of you from our market towns as we come together to celebrate, to be inspired, and to think together how we can draw others into the journey of faith."





Pocket Guide



Report it to the person to whom you are responsible and your priest or safeguarding representative.
Only tell those who need to know.

✓ You must not keep allegations or suspected abuse secret

Tell your parish priest.
 Only tell others who need to know.
 Do not alert the alleged perpetrator.

Order of Service

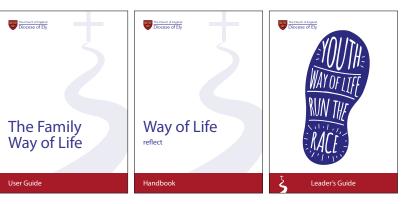


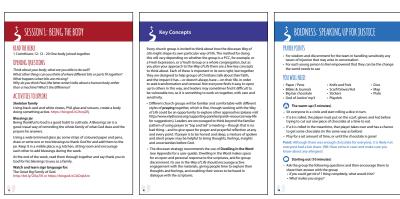


Lent Booklet

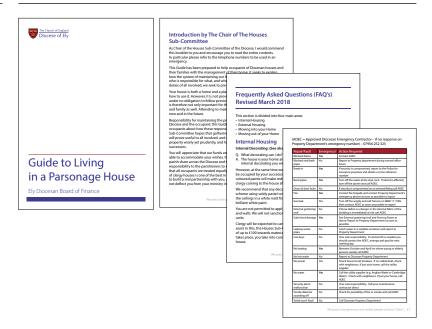


Guides





Guide



Diocese Reports







Other

Logos

Ely 2025

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- 1) Full Colour Logo
- 2) Back Page of Literature









Changing Market Towns



- 3) Full Colour Logo
- 4) Pull Up Banner





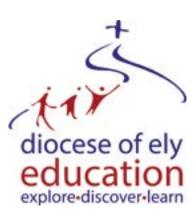


Diocese of Ely Education



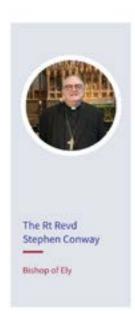
-

5) Full Colour Logo



The Website

www.elydiocese.org



Welcome from the Bishop

A very warm welcome to all visitors to this website. This site offers resources, guidance and inspiration to all those in the Diocese, helping us to grow a confident Christian presence in every community in our region.

Our church communities exist to serve their parish in all kinds of loving ways. That love is inspired through our Christian faith. Church schools exist to provide education like any other school, but have distinct values drawn from the Christian faith.

We have an exciting, hopeful vision and strategy to help us grow and develop. We created this together to give us direction, right up to the year 2025.

Read more about our Diocese >





THE CHURCH

Training and Learning





Home: Safeguarding News, Jobs and Calendar Parish Support. Contact us.

About - Your church role - Parish support - Your church in action - Growing in faith - Safeguarding - Schools







About - Your church role - Parish support - Your church in action - Growing in faith - Safeguarding - Schools



The Safeguarding Team continue to work as usual, but remotely. All team members have access to emails and are available on their mobile telephone numbers.

All contact details are listed here - Click here to download the Safeguarding Team Contact information during office closure.

Safeguarding

National Policy and Practice Guidance

Diocesan Policies Guidance Reviews and





About · Your church role · Parish support · Your church in action · Growing in faith · Safeguarding · Schools





Contact

For further information, or help and support on using the visual identity, please contact: **communications@elydiocese.org**