



BRAND STANDARDS

Introduction

While you'll never see the ScanSource name on any store, package or truck, you have an invaluable asset that speaks for us: the ScanSource brand. This guide explains how, when used correctly and consistently, these elements speak for ScanSource in a clear and meaningful way. By following this guide, you help define ScanSource to our vendors, resellers, shareholders, and the community. Equally important, you help them recognize, differentiate, and remember us.

To help define and guide how we treat our brand, we've developed the ScanSource Brand Standards. It includes standards for:

- Logo elements and usage
- Typography
- Color palettes
- Legal requirements

While many of the standards in this guide are straightforward and easy to meet, there may be instances in which additional guidance is needed. If your marketing contacts need assistance, they can reach out to Worldwide Marketing.

The ScanSource brand extends far beyond a logo. It's who we are. It's our story. And, it will take effort and diligence from each of us to protect it. Our brand has a strong presence in the channel and in the community. Your support will ensure that we maintain its integrity for years to come.

CONTACTS FOR BRAND COMPLIANCE:

When in doubt, always ask. If you have questions, concerns or need to use a logo in any format not defined in these standards, please send an example of your plans to requests@scansource.com, and a member of the Worldwide Marketing team will respond promptly.

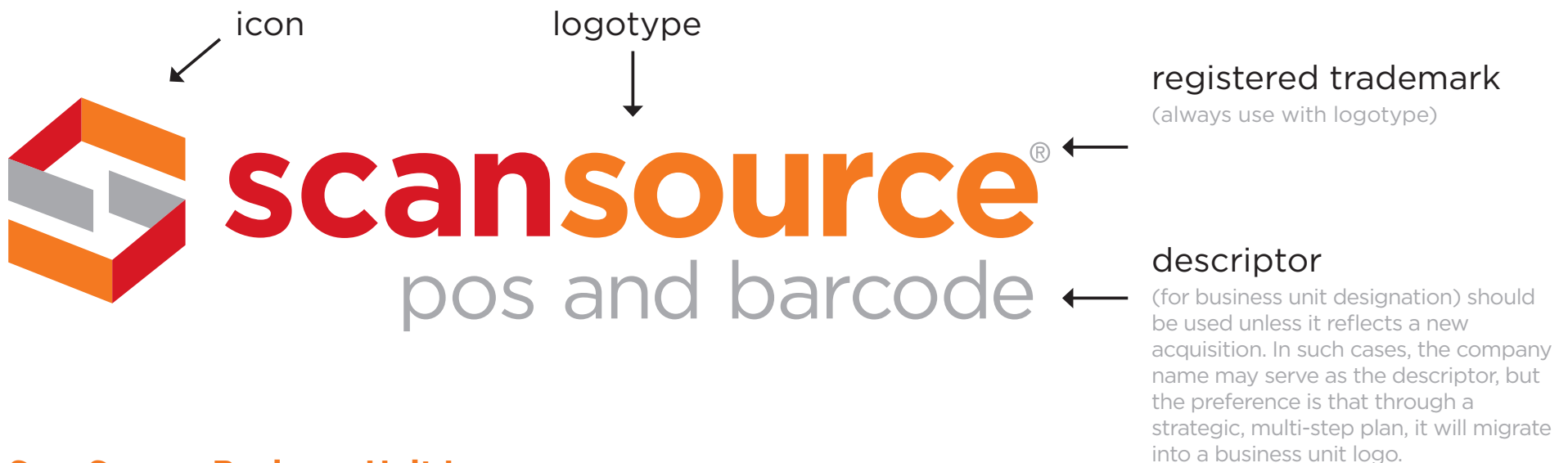
Elements of Our Brand

Within the overall ScanSource brand, the logo is one of the most important elements. For this to remain easily recognizable, it is imperative that we maintain graphic unity and a consistent look across a wide variety of correct applications.

Our logo can consist of two primary elements: icon and logotype.

REQUESTING AUTHORIZED ARTWORK

To request authorized artwork files, please go to the Marketing section of the intranet and click on the Logo Request link. For any other requests, please contact Worldwide Marketing.



ScanSource Business Unit Logos



Legal Requirements

TRADEMARK AND REGISTRATION SYMBOLS

When the ScanSource logotype is used, it **must** have the “Circle R” registration mark in the upper right-hand corner.

- The registration mark should always be 40% gray.
- The registration mark **should not** be used alongside the icon, or when the icon is independent of the logotype.
- The registration mark should never change in proportion to the logo. If the registration mark becomes illegible, it is acceptable to remove it with Worldwide Marketing approval.



scansource®

registration
mark



Corporate Brand Colors

Strict control over the colors used to represent our brand is imperative for consistency. The only acceptable colors are listed below. Please do not veer from these standards without explicit permission from Worldwide Marketing.

PRINT COLORS

C-0 M-100 Y-95 K-10 PANTONE 186U	C-0 M-65 Y-100 K-0 PANTONE 144U	C-0 M-0 Y-0 K-40 PANTONE Cool Grey 6U	C-0 M-0 Y-0 K-100 PMS Black
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ELECTRONIC MEDIA

R-215 G-25 B-37 #D71925	R-244 G-121 B-32 #F47920	R-153 G-153 B-153 #999999	R-00 G-00 B-00 #000000
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PROMOTIONAL MATERIALS

For promotional material application, such as embroidery and screen printing, tone-on-tone is acceptable with the approved specialty version of the Corporate Logo designated on Page 7.

SPECIALTY PRINTING

Blind Emboss or Foil Stamp applications are acceptable where appropriate with the approved specialty version of the Corporate Logo designated on Page 7. However, colors must match our standards, or a clear foil must be laid over a proper spot production of PMS colors. Acceptable one-color foil colors are black, white, gold or silver.

Corporate Brand Typography

PRIMARY PRINT FONTS

Gotham Family, Helvetica Neue

Gotham Thin
Gotham Thin Italic
Gotham Light
Gotham Light Italic
Gotham Book
Gotham Book Italic
Gotham Medium
Gotham Medium Italic
Gotham Bold
Gotham Bold Italic
Gotham Black
Gotham Ultra
Gotham Black Italic
Gotham Ultra Italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz0123456789

Helvetica Neue Ultra Light
Helvetica Neue Ultra Light Italic
Helvetica Neue Thin
Helvetica Neue Thin Italic
Helvetica Neue Light
Helvetica Neue Light Italic
Helvetica Neue Roman
Helvetica Neue Italic
Helvetica Neue Medium
Helvetica Neue Medium Italic
Helvetica Neue Bold
Helvetica Neue Bold Italic
Helvetica Neue Heavy
Helvetica Neue Heavy Italic
Helvetica Neue Black
Helvetica Neue Black Italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz0123456789

PRIMARY WEB FONTS

Proxima Nova, Tahoma, Sans-Serif

Proxima Nova

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz0123456789

Tahoma Regular
Tahoma Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz0123456789




POWERPOINT FONTS

Arial Regular, Arial Bold, Arial Italic
No serif fonts




COMPLEMENTARY FONTS




It is acceptable to use additional fonts for body copy and headlines as needed, as long as they are visually complementary and are consistent within campaigns.

Clear Space and Sizing

Minimum Size	Isolation Area	Embroidery Size
<p>1.25" or 90 pixels</p> 		<p>2.75"</p> 
<p>Do not reproduce the ScanSource logo smaller than 1.25 inches (or 90 pixels) in width. This ensures a clear reproduction of the logo and other elements. If the physical size of a product or placement won't accommodate a minimum size logo, please speak with Worldwide Marketing.</p>	<p>Always maintain a minimum clearance with an x-height equal to the height of the lowercase "n" in the ScanSource logotype.</p>	<p>Due to size limitations with embroidery, we will only use the ScanSource Corporate logo with no technology descriptor on embroidered specialty items. The minimum width for an embroidered logo is 2.75".</p>

Logo Usage Guidelines

Logo	Icon Only	Logotype Only
		
<p>The logo should always be asymmetrical with the icon to the left. This alignment should never be manipulated in any way.</p>	<p>For limited use on social media, signage and promotional items with approval from Worldwide Marketing.</p>	<p>For limited use on signage and promotional items with approval from Worldwide Marketing.</p>

Technology Descriptor	Textual Treatment	Embroidery and Debossing
		
<p>For limited use on promotional items that include the logo in a separate placement (e.g. the sleeve of a shirt, the back of a hat, etc.) with approval from Worldwide Marketing.</p>	<p>When referring to ScanSource in copy, always capitalize both letter S's.</p> <p>Do not abbreviate ScanSource as "SCSC" except when specifically referring to our NASDAQ listing symbol.</p>	<p>Due to the limitations of embroidery and certain types of specialty printing, we have created a solid, one color logo version of the ScanSource logo. This logo is the only logo approved for embroidery and specialty printing such as foil stamping, embossing, debossing, etc.</p>

Usage On Backgrounds

Use ScanSource logos in color wherever possible.



4-color on black



4-color on color (unless red, orange or gray)



Reversed grayscale on solid (only red, orange or gray) background



4-color on light blend



4-color on dark blend



Grayscale on solid (only red, orange or gray) background



1-color






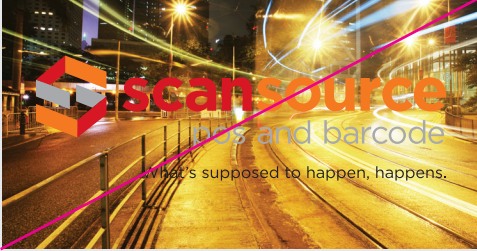







1-color reversed



Watermark (15%-40% black)

Unacceptable Usages

Do not outline the logo.	Do not re-create the logo.	Do not crop the logo.	Do not change typeface.
			
Do not center the icon above the logotype.	Do not place logo over an image that makes it illegible.	Do not append text to the icon or logotype other than options expressly approved in this guide (technology descriptor, etc.).	Do not stretch the icon or logotype. Do not skew the perspective, stretch the width or height.
			
Do not add space (kerning) between letters in the logotype or technology descriptor.	Do not change the size relationship between the icon and the logotype.	Do not change the color of the logo.	
			

Additional Information

USE WITH OTHER LOGOS

In order to maintain optical visual balance, the ScanSource logo should always be placed to the right, or lower right, of any vendor logos in any application, and the ScanSource logo should remain separate and distinct from such vendor logos. When stacked, the ScanSource logo should be placed above any vendor logos. For any special considerations, including smaller placements like digital banners, lockups, or per specified vendor logo requirements, please contact Worldwide Marketing.

ANIMATION RESTRICTIONS

The ScanSource logo may be animated to form the shape of our icon; however, the icon **cannot** be personified or anthropomorphized in any way.

CORPORATE PROGRAM LOGOS

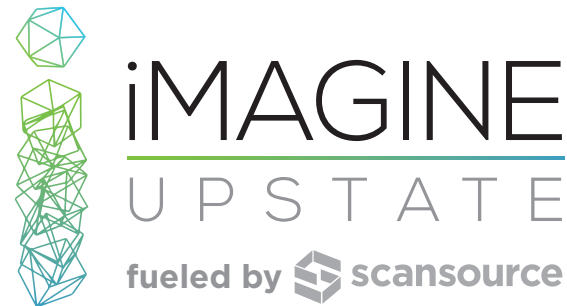
At times, promotional logos for corporate programs and vendor programs may need to include the icon or logotype. This is acceptable if the promotional logo is approved by Worldwide Marketing.

Example:



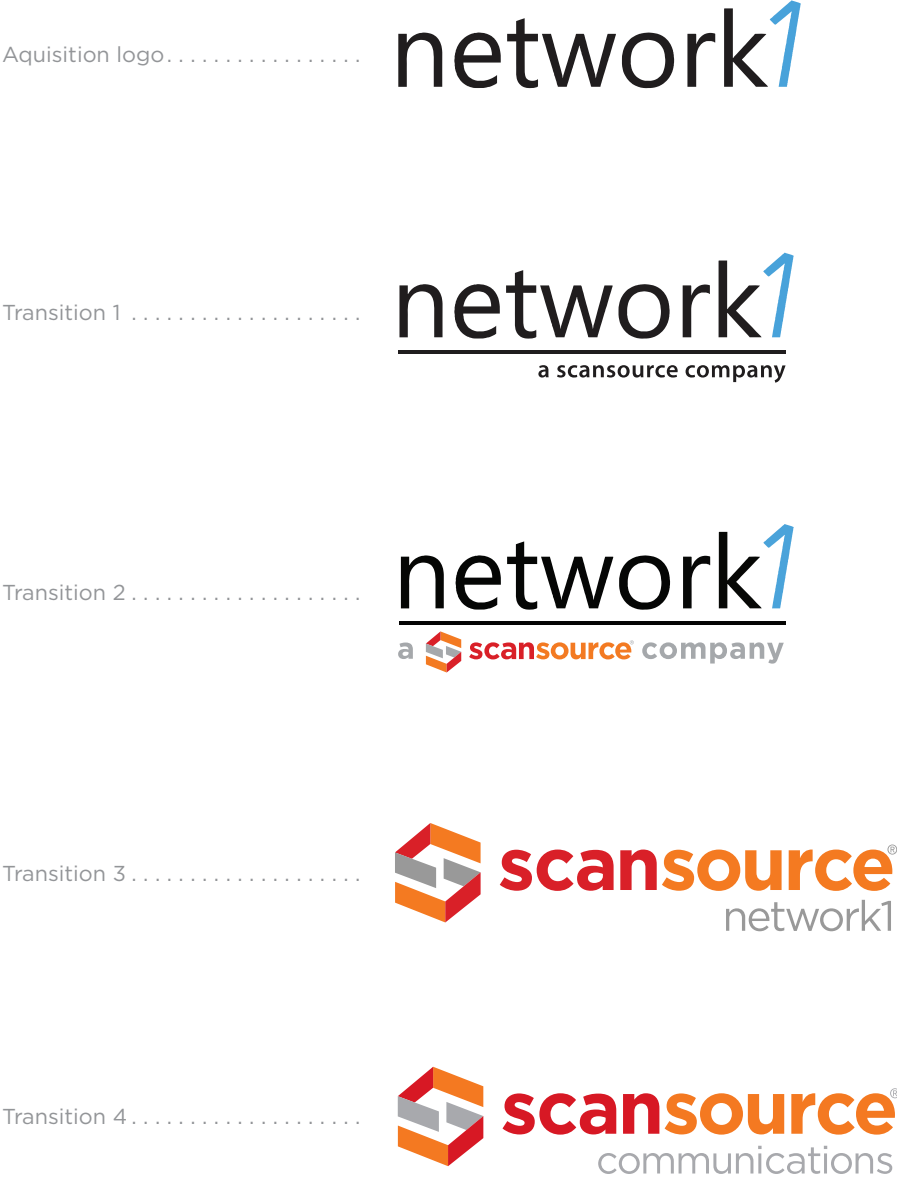
Community Partnerships

At times, ScanSource teams up with a community partner and a special logo is required for use with the initiative. These logos are created on a custom, case-by-case basis and must receive prior approval by Worldwide Marketing.



Appendix

As ScanSource completes an acquisition, a multi-step process to brand the newly acquired company is developed on a case-by-case basis through discussion with Worldwide Marketing. Typically the process involves dual-branding through at least three transitions and then a final migration into a business unit logo, as shown in the Network1 example.



The ScanSource trademarks as described herein will remain the sole property of ScanSource. The ScanSource trademarks may only be used to make accurate reference to ScanSource, Inc. and its products and services. The ScanSource trademarks may not be used in any manner that implies ScanSource is affiliated with or endorsing another company's products or services. All use and goodwill associated with the ScanSource trademarks will inure to the benefit of ScanSource.

You may not use any ScanSource trademark in any advertising or material in violation of any applicable law, ordinance or regulation of any country.

You may not use any ScanSource trademark in a misleading way.

You may not use any ScanSource trademark on or in connection with any defamatory, scandalous, pornographic or other objectionable materials of any sort.

You may not use any ScanSource trademark to disparage ScanSource or its products or services, or in a manner which, in ScanSource's judgment, may diminish or otherwise damage ScanSource's goodwill in any ScanSource trademark.

You may not take any action that would in any way tarnish or dilute the value of the ScanSource trademarks.

You may not adopt, use or attempt to register with any agency in any jurisdiction the trademark SCANSOURCE or any trademark, trade name, service mark, logo, or domain name consisting of, in whole or in part, the word "ScanSource" or any marks confusingly similar to any ScanSource trademark.

If you become aware of any infringement, actual or suspected, or any other unauthorized use of any ScanSource trademark, you will promptly give notice to ScanSource in writing, specifying the particulars of the unauthorized use.

If, at any time, ScanSource objects to your improper use of any ScanSource trademark, you agree to take such steps as may be necessary to resolve ScanSource's objections, including ceasing use of the ScanSource trademark, if requested by ScanSource.

If you want to include all or part of a ScanSource trademark in a domain name, you must first receive written permission from ScanSource. People naturally associate domain names with organizations whose names sound similar. Almost any use of a ScanSource trademark in a domain name is likely to confuse consumers, thus running afoul of the overarching requirement that any use of a ScanSource trademark be non-confusing.