# BRAND GUIDELINES

Mutual of Omaha | Protect Your Kingdom



## **CONTENTS**

## **The Mutual of Omaha Brand**

| One Purpose: Protection    | 3  |
|----------------------------|----|
| Brand Pyramid              | 4  |
| Protect Your Kingdom       | 6  |
| Building a Memorable Brand | 7  |
| Guiding Principles         | 9  |
| Our Brand Personality      | 14 |
| Messaging                  | 15 |
| Audiences                  | 16 |
| Editorial Style            | 17 |

## **Corporate Identity**

| Our Corporate Symbol                              | 18 |
|---|----|
| Horizontal and Vertical Logos                     | 19 |
| Common Logo Mistakes                              | 20 |
| Mutual-space                                      | 21 |
| Lion Symbol                                       | 22 |
| Affiliate Type Treatment                          | 24 |
| Corporate Lock-up                                 | 25 |
| Product/Service Lock-ups                          | 26 |
| Email Signature                                   | 27 |
| Protect Your Kingdom: Lock-ups                    | 28 |
| Protect Your Kingdom: Product Lock-ups            | 29 |
| Protect Your Kingdom: Affiliate Treatment $\dots$ | 30 |
| Protect Your Kingdom: Torn Paper Elements         | 31 |

## **Design Elements**

| Color Palette      | 33 |
|--------------------|----|
| Typography         | 34 |
| Content Hierarchy  | 35 |
| Photography        | 36 |
| Spot Illustrations | 38 |
| Illustrations      | 40 |
| Charts and Graphs  | 41 |

## **Design Applications**

| Copy Requirements    | 42 |
|----------------------|----|
| Protect Your Kingdom | 43 |
| Postcards            | 45 |
| Flyers               | 46 |
| Brochures            | 48 |
| nside Spreads        | 50 |
| Forms                | 52 |
| Social Media         | 54 |
| nfluencer Marketing  | 57 |





## **Brand Pyramid**

Our brand pyramid provides the framework for who we are and who we're not. It highlights the qualities that drive us as an organization and provides a roadmap for how we deliver on the promise we make to our customers.

#### **WHY WE'RE HERE**

At Mutual of Omaha, we exist for our customers. That's why we place them at the top of the brand pyramid, where we make this important promise: to be mutually invested in their future and to always act in their best interest.

#### **HOW WE BEHAVE**

The middle section of the pyramid details how we partner with our customers, to help them protect the things that matter most and to empower them as they progress through life. It also outlines the personality of our brand, which drives our behaviors.

#### **WHAT WE DO**

The base of the pyramid provides the solid foundation that allows us to fulfill our brand promise by highlighting the proof points of who we are and what we do.

#### WHY

Our Promise

#### **MUTUALLY INVESTED** IN YOUR FUTURE

Our Purpose

We Believe Always Acting in the Best Interest of Our Customers Ensures Their Financial Security and Our Mutual Success

#### HOW

#### 1. PARTNERING

As a mutual, we exist for the benefit of our customers.

We build genuine connections that ensure they have all the tools they need to accomplish their financial goals. By developing enduring relationships, we walk together with our customers, helping them feel valued and cared for.

#### 2. PROTECTING

We protect what matters most to our customers.

They know that no matter what, we will honor our commitment to do the right thing. Our legacy of strength gives us all the assurance and the confidence that those they care about will always be cared for.

#### 3. PROGRESSING

We are committed to empowering our customers as they progress through life.

We leverage our expertise and continually innovate to move toward greatness together, delivering financial security our customers can rely on, helping them feel accomplished and secure.

### **PERSONALITY** The Loyal Partner

#### **COURAGEOUSLY HONEST**

At all times we tell the truth to our customers and to one another, always fulfilling our promises, no matter what.

#### **DEVOTED**

We give our all in everything we do. Our hard work and creative spirit honor our heritage, and inspire our future.

#### **APPROACHABLE**

We thrive on relationships. We are committed to preserving our Midwestern heritage of welcome and warmth.

#### **OPTIMISTIC**

We are always looking forward, moving toward the diverse needs of our customers, extending support with great hope and expectation.

#### **WHAT** Proof Points that Fulfill the Promise

#### **PARTNERING**

- A Mutual Company Existing because of and for our customers
- Highly Engaged Team Activating expertise to serve our customers
- Relationships Matter Prioritizing people – both customers and associates

#### **PROTECTING**

- Hometown Values Committed to being responsible and caring for each other
- Trusted Heritage Providing strength since 1909
- Active Corporate Citizens

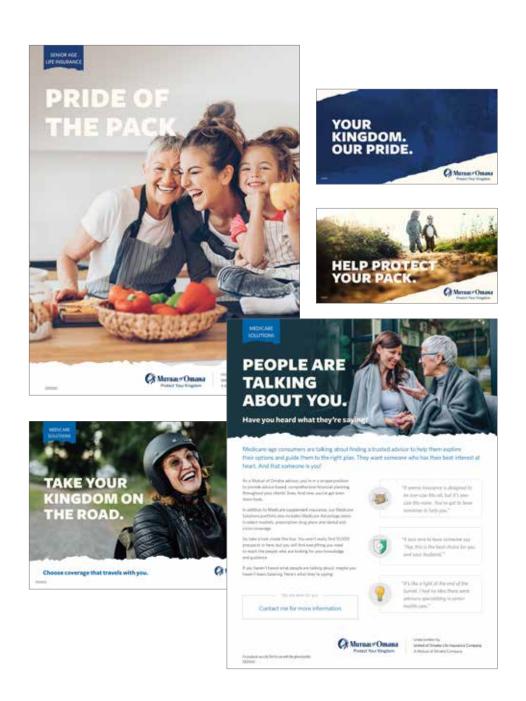
## Investing time and resources to help our communities grow stronger

#### **PROGRESSING**

- Continuous Innovation Meeting real needs with a diverse product portfolio
- Legacy of mutual success Moving Forward Together
- Empowered Learning Committed to ongoing development for our customers and ourselves

## PROTECT YOUR KINGDOM

If over 50 years of Mutual of Omaha's Wild Kingdom have taught us anything, it's that the wild kingdom and the human kingdom have something in common — an instinct to protect what we care about. We make that connection come to life by showing people (and the occasional animal) in their natural environment, surrounded by the loved ones they want to protect.



## Building a Memorable Brand

It's all about consistency. Robust brands stick in our heads because our awareness is heightened by the repetition of colors, fonts, logos, writing style, photography and design elements.

This guidebook is filled with ideas and inspiration to help us weave the Protect Your Kingdom identity into everything we do. Because, like every ecosystem in nature, each part matters greatly and works best when it works together.

Let the adventure begin.



## **GUIDING PRINCIPLE #1**

While we embrace our equity in Wild Kingdom through nods to wildlife in copy and visuals, above all, we showcase the kingdom our audience wants to protect — their health, their finances, and the future for those they love. These kingdoms are not grand and stately, but up close, personal and human.

## **GUIDING PRINCIPLE #2**

As Wild Kingdom showed us, humans and animals share the instinct to protect the things that matter most to them. We position the audience as the hero and Mutual of Omaha as their trusted guide, steadfastly helping them protect the things they cherish and giving them the tools to take action.





## **GUIDING PRINCIPLE #3**

Our audiences' kingdoms include their connection to the wider world we all share. We showcase our unique bond with this wild kingdom by bringing the wonder of wildlife and nature into our imagery and copy where appropriate, showing the audiences' world from this greater perspective.



## Our Brand Personality

If our brand was a person, it would someone who is protective, warm and empathetic. A helpful, experienced guide who can lead you through uncharted territory. We understand that everyone has a kingdom to protect and we're here to help by offering clear solutions. After all, we're in this adventure together.

#### Voice

Our voice is how we express our brand personality. It's who we are — a helpful, experienced guide and trusted friend. Our voice is:

- Conversational and warm, but not overly chatty
- Informal and down to earth, but not unprofessional
- Confident, but not cocky or overstated
- Concise, but not curt
- Helpful, but not overbearing

#### Tone

Tone is an attitude. It's how we use our voice in different situations. We adjust our tone according to who we're talking to and what we're talking about. It can be upbeat and cheerful, or serious and matter of fact. While our tone may change, our voice always remains the same.

## Messaging

Messaging is the conversation we have with our audience. The stories we tell to explain who we are, what we do and how we help them protect their kingdom. It reflects how we want people to think and feel about us, so appropriate messaging for Mutual of Omaha is always clear, accurate and relatable.

- We avoid insurance jargon in favor of simple, down-to-earth language. Our goal is to take the confusion out of insurance and financial services products and make them easy for the average person to understand.
- We avoid talking about ourselves (we) and instead focus on the needs of our audience (you).
- We take care to avoid making a prospect's or customer's situation seem dire in the absence of our products or services. We avoid phrases that may be interpreted as heavy-handed or scary.
- We're careful not to overpromise what our products will do and we avoid making absolute statements.
- We write the way we speak, painting word pictures the audience can relate to. We use short, simple sentences for readability and contractions for informality.
- The Writing Style Guide provides further direction on general grammar and usage of names and common words, supporting our efforts to maintain simplicity and accuracy.

### **Headlines and Copy**

Our headlines and copy support our audiences' need to protect their kingdom.

Sometimes the Wild Kingdom and Mutual of Omaha brands will intersect to show customers our legacy of protection and the reverence for the kingdom we cherish. Protection is the thread that connects our Wild Kingdom heritage and Mutual of Omaha insurance.

Protect Your Kingdom emphasizes safeguarding family legacies, whereas Wild Kingdom focuses on animal conservation. Wild Kingdom adopts a playful brand persona, while Mutual of Omaha maintains a serious and thoughtful approach, offering guidance to ensure you receive the necessary coverage.

We avoid using animal clichés or lion puns, as these can detract from our brand's seriousness and make it appear gimmicky.

#### **Examples:**

- This is your kingdom. Protect it.
- Your kingdom. Our protection.
- More than a century of caring for your kingdom.
- Life is wild. We have insurance for that.
- Helping protect your pack.

## Audiences

We have two distinct audiences for the materials we create. While our voice (trusted friend) always remains the same, our tone may change based on the audience.

## Consumers: The People Who Purchase Our Products

Materials created for use with a consumer audience allow us to generate interest, assess needs and provide information so people can make an informed buying decision. **When we refer to consumers, we mean:** 

- **Individuals** People who purchase or are interested in an individual product, as well as existing customers and associates.
- **Employers and employees** Employers who purchase a group product or service with the intent of offering it to their employees, as well as the employees who are the ultimate customers.

**Compliance and state filing** — All consumer-facing materials must be reviewed and approved by our Compliance Department. Many product lines also require materials to be filed with state insurance departments.

**Disclosures** — Consumer-facing materials must include the appropriate disclosures (underwriting company, policy form numbers, exclusions/ limitations, etc.). These are dictated by state insurance departments and are specific to each product line.

## Producers: The People Who Sell Our Products

Materials created for producer use provide the sales tips, tools and training needed to sell our products. **When we refer to producers, we mean:** 

- Agents These are the independent salespeople aligned with our Brokerage distribution. Internally, we often refer to them as "brokers" or "producers." However, since they consider themselves to be insurance agents, we call them "agents" when speaking to them or about them.
- **Advisors** This is the term we use for the career salespeople that make up our Mutual of Omaha Advisors distribution channel.
- Benefit brokers These are the people who work with employers
  to sell a group product or service that will be offered to employees of
  the business.

**Compliance and state filing** — Producer-facing materials do not require compliance review or state filing. However, our copy should always clearly and accurately explain our products using the same verbiage we expect producers to use with their audience.

**Disclosures** — Producer-facing materials do not need the full disclosures required on consumer pieces. However, they should include the appropriate logo/underwriting company. In addition, the statement, "For producer use only. Not for use with the general public." should appear at the bottom of the piece.

## **Editorial Style**

Our goal is to create consistency in all communications. Our purpose is to help associates, contractors and outside vendors present a consistent voice to our varied audiences, including customers, prospects, associates and the community. The following resources allow us to maintain that consistency.

## **Associated Press Stylebook**

As a rule, we follow AP style to ensure consistency in our communication style.

## Mutual of Omaha Writing Style Guidelines

Our corporate style manual provides guidance and clarification on company-specific issues AP doesn't address.





## Corporate Identity

## **Our Corporate Symbol**

Protection, power and strength ... attributes of the company we've always been. They're also characteristics of an animal that fiercely protects its kingdom — the lion. Our corporate symbol reflects our ongoing commitment to helping people protect what's important to them while giving a nod to our Wild Kingdom heritage.

#### Logo Usage

We're aware of the power of our corporate symbol and diligently monitor its usage. We adhere to strict standards to ensure our logo is applied appropriately and consistently.

## Horizontal Logo (preferred presentation)

Minimum size: 1.25" wide | Preferred width: 1.8575"





Positive (black)



Reverse (white)

Blue (PMS 654C - preferred color) (PMS 288U on uncoated paper)

**Note:** There is a difference between our "Positive" and "Reverse" logos. Each is unique and simply reversing one for the other will cause the face and outer circle to be presented incorrectly. Be sure to use the correct file.

## Vertical Logo (use when space is limited)

Minimum size: 0.925" wide



Blue (PMS 654C) (PMS 288U on uncoated paper)



Positive (black)



Reverse (white)

Cobranding: It may be appropriate for Mutual of Omaha's logo to appear with others on cobranded materials. In this case, all logos should be proportionately equal in size. When placing logos on a piece, it's preferred that the Mutual of Omaha logo appear first or above another logo. For additional cobranding information contact Misty Silva.

#### For logo requests please contact

Misty Silva, Creative Services Manager of Marketing Misty. Silva@mutualofomaha.com

Mutual of Omaha and the lion head design ("Logo") is the service mark and sole and exclusive intellectual property of Mutual of Omaha Insurance Company ("Mutual of Omaha") and Mutual of Omaha reserves all rights and interests in the Logo. By accepting the grant of limited permission to use the Logo in connection with our relationship, you agree you will use the Logo only as outlined in these Logo Brand Guidelines. You will not use or reproduce the Logo, by any means, in any advertising, social media, publicity releases, materials or otherwise, other than as permitted by Mutual of Omaha, without our prior written consent and approval. You agree that Mutual of Omaha may revoke the permission given to you to use the Logo at any time, for any reason, and, upon receipt of notice of revocation of such permission, you will immediately remove and delete all uses of the Logo.

## Common Logo Mistakes

These guidelines apply when using either the horizontal or vertical formats.

Correct example of Reverse logo



Correct example of Positive logo



Incorrect Reverse logo



Don't invert the Positive symbol.



Don't invert the Reverse logo.

Incorrect Positive logo

The lion symbol and type should not be modified in any way.



Don't distort the symbol.



Don't modify the type.



Don't change the color.



Use of the lion symbol without type is limited. The lion symbol used as a watermark is only permitted if it appears alongside the logo in full, see page 22. Any suggested use needs to be approved.



Don't use logo on a background that doesn't have enough contrast.

## Mutual-Space

"Mutual-space" is the minimum protected space around the Mutual of Omaha logo. No elements or graphics should violate this space. Use the following illustrations as a visual guide for achieving the proportionate minimum distance when placing the logo.





## Sizing the Registration Mark

The space between the registration mark and the Mutual of Omaha logo is pre-established within the provided logos. Do not modify or delete it when placing the logo.





## Lion Symbol

The lion symbol can be used as a design element only when accompanied by the full Mutual of Omaha logo. Please adhere to the following rules to ensure consistency.

### **Usage Instructions:**

- The lion watermark can be created with the reverse or positive logo.
  - The reverse logo is colored to white at 10% transparency over colored backgrounds.
  - The positive logo can be used in 5% gray or PMS 654C at 10% on white/light backgrounds.
- The watermark should be straight and never turned at an angle.
- The Mutual of Omaha logo must appear at 100% along with the watermark in its full form to fulfill legal requirements.
  - A watermark would only be created with the lion mark and not the Mutual of Omaha type.

#### Keep in Mind:

The lion symbol must not be changed, altered or modified in any way.

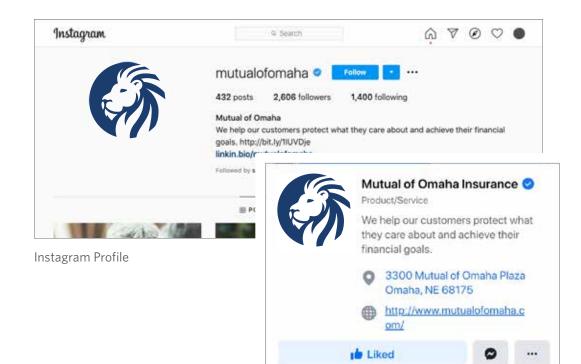
- Elements must never be added or deleted, including borders, frames or other items.
- The lion may not be animated, illustrated or turned into a character.





## Lion Symbol: Special Exceptions

In some limited instances, the lion symbol is used alone while not directly accompanied with our full Mutual of Omaha logo. The full name of Mutual of Omaha Insurance Company appears on the same page and posts contain the full logo nearby. These instances require approval and typically only appear on social media or on corporate-owned devices.



Facebook Profile



Example Post



Internal Login

## Affiliate Type Treatment

An affiliate type treatment is used to identify the underwriting company on product-specific pieces.

#### **Usage Instructions:**

- When there is one underwriting company, use "Underwritten by" followed by the company name and the tag line, "A Mutual of Omaha Company." (Ex. A)
- When there is more than one underwriting company, use "Underwritten by" followed by the listing of companies and the tag line, "Mutual of Omaha Affiliates." (Ex. B)
- When a product is underwritten by Mutual of Omaha Insurance Company:
- There's no need to use the Mutual of Omaha Insurance Company affiliate type treatment as long as the full underwriting company is referenced in the copy.  $(Ex. C)^*$
- The Mutual of Omaha Insurance Company affiliate type treatment **must be used** if the full underwriting company is **not** referenced in the copy. (Ex. D)

### **Examples:**

The relationship between the size of the logo and the size and weight of the typeface used for the underwriting company has been strictly defined.

## Horizontal Format (preferred)



Underwritten by
United of Omaha Life Insurance Company
A Mutual of Omaha Company

Width 0.5"
Rule: Black 70% | .25 pt weight



Underwritten by
United of Omaha Life Insurance Company
Companion Life Insurance Company
Mutual of Omaha Affiliates





Underwritten by
Mutual of Omaha Insurance Company

Whitney 9 pts | Leading: 13 pts | Black 90%

—— Book—— Book

## Alternative Formats (if space is restricted)



United of Omaha Life Insurance Company A Mutual of Omaha Company



Underwritten by
United of Omaha Life Insurance Company
Companion Life Insurance Company
Mutual of Omaha Affiliates

## Legal Entity

Legal entities are the company that has legal capacity for the business to enter into agreements or contracts, assume obligations and to be held responsible for its actions.

They are structured in a way that allows for a greater degree of protection for strictly personal assets from lawsuits and regulatory penalties.

Usually used for agreements, contracts and forms. **Not for marketing purposes unless noted.** 

#### **Preferred Format**

Whitney Medium 12 pts | Leading: 11 pts | Black 90%



## United of Omaha Life Insurance Company

A Mutual of Omaha Company

Width 0.5" Rule: Black 70% | .25 pt weight

Whitney Book 9 pts | Black 90%

## Alternative Formats (if space is restricted)



United of Omaha Life Insurance Company

A Mutual of Omaha Company

## **Usage Instructions:**

- Entity lock-ups are composed of Mutual of Omaha's logo and the entity name in larger text size than ours.
- The underwriter is removed from these logos and the legal entity is shown clearly that they own the piece and Mutual of Omaha has a working relationship with them.
- The text within these logos should never be altered from how the lock-up is created, nor should any text be typed out or bolded without consulting the Marketing team.



DW Sample Package with a mix of Affiliate Type Treatment and Legal EntityLogos

## Corporate Lock-Up

A corporate lock-up is used to create awareness of the business we're in and the products we offer. The corporate lock-up consists of the product listing "Life, Medicare Supplement and Advice" and may not be altered without approval. This lock-up is intended to be used only on consumer-facing materials, such as:

- General awareness pieces (product-specific materials require an underwriting company; see Affiliate Type Treatment on the previous page)
- Ads in consumer publications
- Signage

## Corporate Lock-Up:

The corporate lock-up must appear as shown and may not be altered. If new variations are requested, brand management must create, review and approve any alternate versions in coordination with compliance.



Life Whitney Book
Medicare Solutions 9 pts | leading: 13 pts | Black 90%
Advice

Width 0.5" Rule: Black 70% | .25 pt weight

## **Usage Instructions:**

## Horizontal Format (preferred)

- The business category (Insurance, Employee Benefits, etc.) appears below the logo followed by a vertical line.
- The product listing appears to the right of the logo either stacked (no more than three lines) or separated by a vertical line.



Voluntary | Accident | Life Critical Illness | Dental | Vision Hospital Indemnity | Disability

#### Vertical Format (if space is restricted)

 The business category (Insurance, Employee Benefits, etc.) appears below the logo followed by the product listing (no more than three lines).



401(k) Plans | 457(b) Plans Defined Benefit Plans

## Product Lock-Up

The product lock-up is an all cap presentation that signifies a company or business that originates and sells product for Mutual of Omaha.

Examples: Mutual of Omaha Mortgage, Mutual of Omaha Foundation, Mutual of Omaha Reverse Mortgage





Whitney Medium 8 pts | All caps Kerning: 100 pts | Color matches logo

## Service Lock-Up

The services lock-up is an Italic type presentation that signifies a group that provides a service or guidance for Mutual of Omaha.

Examples: Employee Benefits, Investor Services, Retirement Services





Whitney Book Italic 10 pts | All caps Kerning: 40 pts | Color matches logo

## Advisors

Mutual of Omaha Advisors has a specialized presentation unique to Advisors.





Whitney Medium 13 pts | Small caps Kerning: 40 pts | Color matches logo First letter: Whitney Book 13 pts



## **Email Signature**

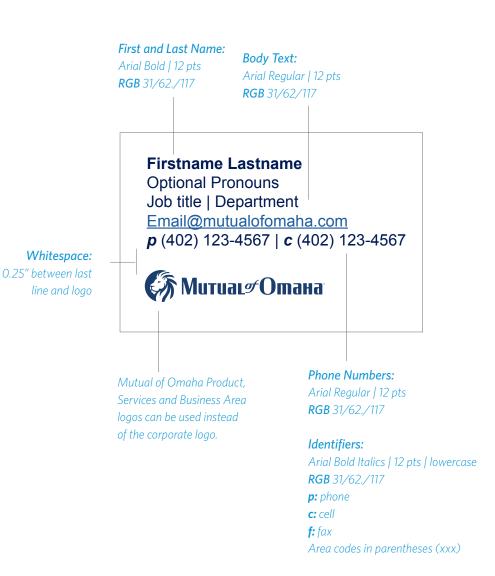
Your email signature, often called a signature block, is your way of efficiently conveying all necessary contact information to each person you email. Most importantly it makes it easy for clients to reach you.

#### General Guidelines:

• Use only the approved email signature block with your company email account.

The template can be found on Associate Access: https://mutualofomaha.sharepoint.com/sites/employeeportal/our\_company/aboutmutual/Pages/CorpSymbol.aspx

- Product/Services/Business Area logos are okay to use versus the corporate logo, as long as they are the approved logo.
- Never alter the Mutual of Omaha logo or use the lion symbol alone.
- If necessary for the type of work you do, disclaimers or confidentiality statements are appropriate below your signature.
- If you'd like to include a department signature block that reinforces a key service, paste it below all your contact information and company logo.



## Protect Your Kingdom: Lock-up

The "Protect Your Kingdom" tagline should be used whenever possible, either in conjunction with the logo or as part of a torn paper element.



Blue (PMS 654C - preferred color) (PMS 288U on uncoated paper)



Positive (black)



Reverse (white)

## Stacked Logo (use when space is limited)

Minimum size: 0.925" wide



Blue (PMS 654C) (PMS 288U on uncoated paper)



Positive (black)



Reverse (white)

**Note:** Never place "Protect Your Kingdom" underneath a service or product lock-up from the logos on page 26. Instead, reference "Protect Your Kingdom" in copy or pulled out to the side as shown on page 31.

# Protect Your Kingdom: Product Lock-Up

## **Corporate Product Lock-Up:**

The corporate lock-up must appear as shown and may not be altered. If new variations are requested, brand management must create, review and approve any alternate versions in coordination with compliance.

See page 25 for specific rules and sizes for variations.

#### Horizontal Format (preferred)



Life Insurance Medicare Solutions Advice

## Vertical Formats (if space is restricted)



Life Insurance | Medicare Solutions | Advice



Life Insurance | Medicare Solutions | Advice



Trade Ad Sample Use of PYK Product Lock-up

## Protect Your Kingdom: Affiliate Type Treatment

An affiliate type treatment is used to identify the underwriting company on product-specific pieces. See page 24 for usage instructions. For products and services logos the tagline "Protect Your Kingdom" can be placed within a torn paper as seen on the next page.

### **Examples:**

The relationship between the size of the logo and the size and weight of the typeface used for the underwriting company has been strictly defined.

#### Horizontal Format (preferred)



Underwritten by
Companion Life Insurance Company
A Mutual of Omaha Company

Width 0.5"

Rule: Black 70% | .25 pt weight



——— Book ——— Medium ——— Book



Mutual of Omaha Insurance Company Omaha Supplemental Insurance Company Mutual of Omaha Rx Mutual of Omaha Affiliates



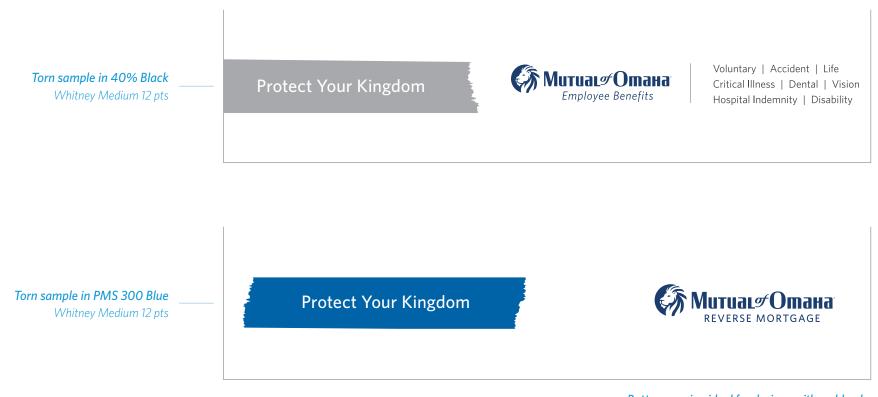
Underwritten by
United of Omaha Life Insurance Company
Companion Life Insurance Company
Mutual of Omaha Affiliates

Do not use Protect Your Kingdom in this format.

Underwritten by
United of Omaha Life Insurance Company
A DVISORS
Protect Your Kingdom

## Protect Your Kingdom: Torn Paper Elements

For products/services logos or other areas where appropriate, the tagline "Protect Your Kingdom" can be placed within a torn paper as seen below. Samples of placement on design materials begin on page 48.



Bottom version ideal for designs with no bleeds.



## Design Elements

Our core design elements are essential to Mutual of Omaha's distinctive look. They allow us to create materials that are bright, clean and well organized.

#### Color

Our color palette consists of primary and neutral colors. Our primary logo blue is PMS 654. Our primary blue within designs is PMS 300.

## **Typography**

Our typefaces are simple, versatile and modern to reflect our brand personality.

## **Photography**

The images we use capture genuine human moments and authentic interactions.

#### Illustrations

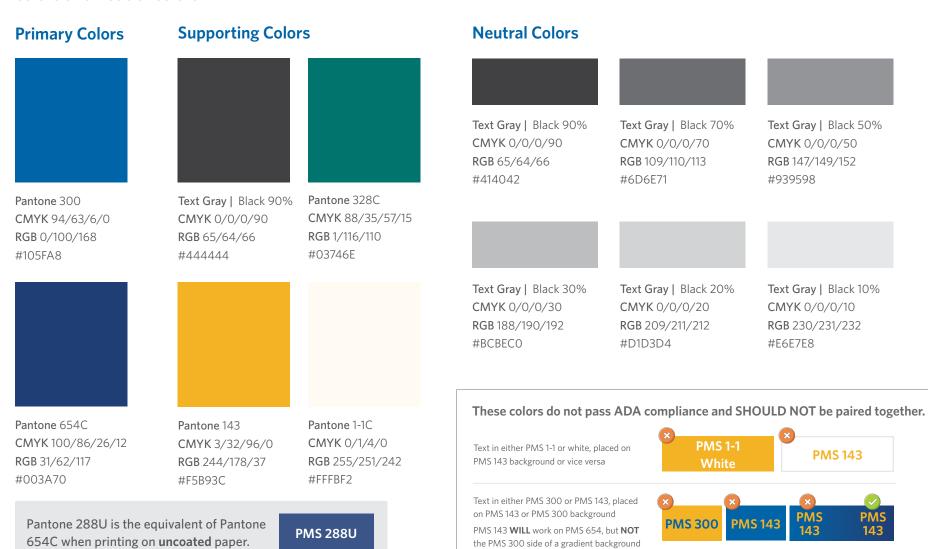
We use illustrations sparingly as supportive elements in our designs.

## Charts, Tables and Graphs

When clarity is needed, we use clean and uncomplicated charts, tables and graphs.

## Color Palette

The way we use color helps to set us apart from the competition. Our color palette consists of a set of primary colors and neutral colors.



## Typography

Our typefaces are Freight, Whitney and Whitney Condensed. We use appropriate weights to create a clear hierarchy of information and to maintain a friendly, conversational tone. As a general rule, short headlines should be all caps. Caps and lowercase may be used to improve readability of longer headlines. Whitney is used for the bulk of our content; Whitney Condensed is used primarily for disclosures.

Freight Sans is an available Adobe Font.
Whitney and Whitney Condensed can be purchased through Hoefler and Co.:

typography.com/fonts/whitney

When Whitney is not available, i.e., for desktop applications such as Microsoft PowerPoint or Word, use Arial and Arial Bold.

# Freight Sans Bold Freight Sans Black

Whitney Light

Whitney Light Italic

Whitney Book

Whitney Book Italic

Whitney Medium

Whitney Medium Italic

**Whitney Semibold** 

Whitney Semibold Italic

**Whitney Bold** 

**Whitney Bold Italic** 

Whitney Condensed Light

Whitney Condensed Light Italic

Whitney Condensed Book

Whitney Condensed Book Italic

Whitney Condensed Medium

Whitney Condensed Medium Italic

**Whitney Condensed Semibold** 

Whitney Condensed Semibold Italic

**Whitney Condensed Bold** 

**Whitney Condensed Bold Italic** 

## Content Hierarchy

Leading the reader through our content is extremely important. These guidelines ensure a consistent presentation.

When writing a headline or subhead, use title case if it is a phrase. If it is a complete sentence, use sentence case with punctuation.

If a main headline is short, the designer may decide to use all caps. This will be left to the designer's discretion.

**Headline**: Freight Sans Black | 36 pts Space After: 0.125 in

**Subhead**: Freight Sans Bold | 16 pts Space After: 0.125 in

Intro: Whitney Book | From Primary Palette 14 pts | Leading: 19 pts | Space After: 0.25 in

**Body**: Whitney Book | Black 90% 10 pts | Leading: 14 pts | Space After: 0.135 in

**Disclaimer**: Whitney Book Condensed | Black 90% 9 pts | Leading: 10 pts

## **HEADLINE**

## Subhead

Odi ullatet lat quas ut quae nonseque occus, odis delicae pelique volorupis maximus, conem volo molo mod et omnisi odi doluptature, sunt, oditat estempora ventia volupit atatas exeri tessunt conem.

Odi ullatet lat quas ut quae nonseque occus, odis delicae pelique volorupis maximus, conem volo molo mod et omnisi odi doluptature, sunt, oditat estempora ventia volupit atatas exeri tessunt.

Conem volo molo mod et omnisi odi doluptature. Odis delicae pelique volorupi:

Dae alit, quiam dolorum inciet lab iunt vendest at plate ipsa que nam, conet quam estrum est utem consed ex es por aces eos et doluptaquas am esti sitior autem quam ideni as volores ex et audit.

## Photography

Photography shows the beauty of our audiences' world — their kingdoms — great, small and in between. We show individuals surrounded by the kingdoms they want to protect, in natural environments.

The image should convey a sense of warmth or playfulness, a focus on life's meaningful moments, and above all, protection and reverence for the kingdom that our audience cherish. It is the thread that connects the headline and our Wild Kingdom heritage with the protection we provide.

The photographs we use in our materials (what we see) must always go hand-in-hand with the benefit statement/headline (what we say).

#### Qualities to look for:







Have a point of focus

Human interaction should
be the point of focus.







Use the rule of thirds
Place the subject off
center for interest.







Build narratives/stories

People shouldn't be looking directly at the camera.







Look for natural lighting Don't use artificial filters and coloring.







Consider unique angles
Seeing things from a
different angle can lend a
new perspective.

















#### Tone

natural | personal | warm | optimistic

Mutual of Omaha has a history of helping people protect what's most important to them. Our photography should represent the people, places and stories that connect to our audience. Photos should be purposeful, driven by content, and used to reinforce a concept or idea. They can be close-up, detailed shots, or scenes captured from a distance.

### **Setting**

authentic | journalistic | unstaged

Our photography should depict candid moments as people go about their lives. That means they should be interacting with others instead of looking directly into the camera. Photos can have a narrow depth of field, and should be well lit. But above all, they should tell a story. To reinforce this, images should be captured naturally without the use of filters.

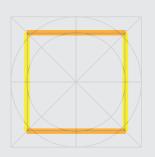
#### People

confident | comfortable | approachable | diverse

Our prospects and customers are honest and hardworking, the middle-class backbone of America. Family keeps them grounded. So, our photography should evoke the feeling of family in an emotional and impactful way. Subjects should appear to be real people enjoying life – friends, family members, neighbors – and should embrace diversity and respect individuality.

## **Spot Illustrations**

These supportive elements are used to highlight content and to help tell the story. They can be used to break down information, establish a hierarchy and make content easy to scan.



Horizontal artwork should scale to touch somewhere on the grid on the yellow.

Vertical artwork should scale to touch somewhere on the grid in orange.

## **Background options**

There are two spot illustration sets to choose from — with and without a background circle. The circle is to always be gray (CMYK 7/5/5/0). Use whichever looks best for your design application.



Circle Background



No Circle Background

#### **Illustration Colors**

45/27/0/0

#8BA7D7

63/37/0/0

#628FCA

These colors are an expanded color palette from the primary colors of the brand. **No additional colors are to be used in illustrations regardless of application.** 



39/0/100/0

#A9CF38

57/8/100/0

#7EB542

## **Spot Illustrations**

**Spot Illustrations** are used to bring clarity. They are simple and best used to depict a specific concept or action.

When creating spot illustrations, follow these guidelines to maintain consistency and keep the look approachable and light.





Minimum size: .75 in/100px



Illustration "Don'ts"

Too detailed and too thick of strokes



Not detailed enough



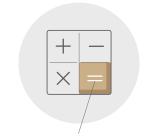
Too colorful



Incorrect style and shadow



Include a shadow



Include a white area in each illustration



Lines with rounded ends at 1-2 pt weight with one line as 3 pt



Use **only one color** with its shadow color per illustration



Offset area of color



Simplify details enough to add interest

## Illustrations

Our illustration style is used within video animations when a live shoot isn't possible. This style shows people in their kingdoms and a sense of emotion. While they're illustrations, they're not cartoonish, and they give us a glimpse into people's lives and habits. Where possible, we incorporate hints of nature — a pet, a plant, water or a ray of sunlight.

These illustrations are uniquely created by an illustrator and cannot be downloaded from stock sites. This style should only be used with specific approval and imagery provided by Brand Management.







# Charts, Tables and Graphs

Charts, tables and graphs are used to enhance content, never simply to fill space. They should be visually clean and easy to read — the simpler the better.

| Age   | Premium per \$1,000<br>of benefit** |
|-------|-------------------------------------|
| 0 - 4 | 3.60                                |
| 0 - 4 | 3.60                                |
| 0 - 4 | 3.60                                |
| 0 - 4 | 3.60                                |

| <b>Header</b> : From Primary or Accent Palette            |  |
|---|--|
| Whitney Medium   10 pt   White                            |  |
| Top Cell Inset: 0.125 in   Left Cell Inset: 0.0625 in     |  |
| Bottom Cell Inset: 0.125 in   Right Cell Inset: 0.0625 in |  |
|   |  |

Rows: Black 12% and Black 5%

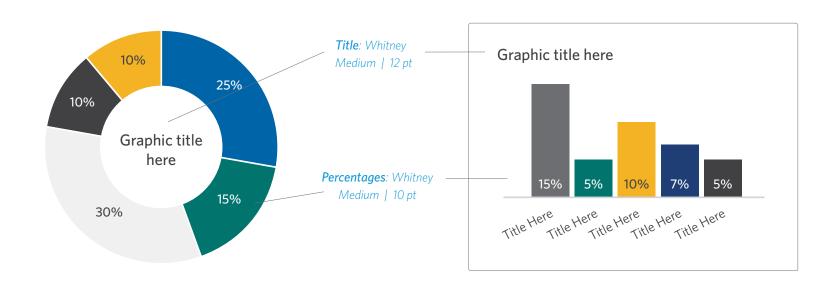
Whitney Book or for tighter column requirements
Whitney Condensed Book | 10 pt | Black 90%
Use Tabular Figures when appropriate with metric kerning
Top Cell Inset: 0.0625 in | Left Cell Inset: 0.0625 in
Bottom Cell Inset: 0.0625 in | Right Cell Inset: 0.0625 in

Lines: 1 pt | White

| Age   | Premium per \$1,000<br>of benefit** |
|-------|-------------------------------------|
| 0 - 4 | 3.60                                |
| 0 - 4 | 3.60                                |
| 0 - 4 | 3.60                                |

Rows: Black 12% and White
Whitney Book | 10 pt | Black 90%

**Lines**: .35 pt | Black 70%



## Copy Requirements

## **Creating a Consistent Experience**

How we apply our copy differs depending on the piece being created as well as the audience.

| Design Element  | Consumer Materials   | Producer Materials   |
|---|--|--|
| Product Name and Color Bar  | Can appear at the top of the page or cover   | Product name can be eliminated, if not applicable  |
| Headline and Subhead  | Headline is the benefit statement – how the product fills a need; subhead adds clarity   | Headline can become a label to identify the piece (i.e., Product and Underwriting Guide); subhead can be used, if needed   |
| Affiliate Type Treatment  | Should always be included (see page 24)  | Should always be included (see page 24)  |
| Lock-Up   | Appropriate lock-up may be used on general awareness materials (see page 25 and 30)  | Customized lock-up may be used but is not required (see page 25 and 30)  |
| Producer-Use Statement  | Not needed   | Advisor Sales and Brokerage Sales: Appears in the bottom left-hand corner above the form number. "For producer use only. Not for use with the general public."   |
|   |  | Emerging and Strategic Solutions (ESS): Appears within the disclaimer space. "For producer use only. Not to be used with any plan sponsor or participant."   |
|   |  | Workplace Solutions: Appears within the disclaimer space. "For producer use only."   |
| Form Number   | Appears in the bottom left-hand corner   | Appears in the bottom left-hand corner   |
| <b>Disclosures</b> Required on all consumer-facing materials; includes underwriting company, company address, policy form numbers, exclusions and limitations, etc. |  | Not required   |
| Website   | Direct consumers to the corporate website: MutualofOmaha.com   | Direct producers to Sales Professional Access:<br>MutualofOmaha.com/sales-professionals  |
| Why Mutual of Omaha   | Over 50 years of Mutual of Omaha's Wild Kingdom taught us that the animal kingdom and the human kingdom have something in common an instinct to protect what matters most. Through insurance and financial products, we help people protect their lives, protect their families, protect their kingdoms. | Over 50 years of Mutual of Omaha's Wild Kingdom taught us that the animal kingdom and the human kingdom have something in common an instinct to protect what matters most. Through insurance and financial products, we help people protect their lives, protect their families, protect their kingdoms. |

## Protect Your Kingdom

Mutual of Omaha protects people and the things they care about. We have stood fast for more than a century, helping our members plan and secure their financial futures with insurance and financial tools, and preserving the world we all share through the educational show Wild Kingdom. Our work should always convey the way Mutual of Omaha provides the protection our customers need and deserve.

## **General Application Guidelines**

- Protect Your Kingdom is **not** Wild Kingdom.
- All consumer-facing materials should follow the brand guidelines and should include the PYK language, tagline and design elements.
- Producer-facing (B2B) materials should follow the brand guidelines with regard to the PYK design elements, but should **not** include PYK language and tagline unless it makes sense to do so.
- All incentive travel/event/contests campaigns should **not** have the PYK brand applied.
- Recruiting "Power of" Campaign should **not** have the PYK brand applied.

| Apply PYK, Tagline, Language and Design Elements                 | All New Consumer-Facing Creative  |
|--|---|
| Apply PYK Design Elements  DO NOT Apply PYK Tagline or  Language | <ul> <li>Producer-Facing Pieces         <ul> <li>(unless it makes sense to include PYK language and tagline)</li> </ul> </li> <li>Producer-Facing Pieces that are informative or technical</li> </ul> |
| <b>DO NOT</b> Apply PYK Tagline,<br>Language or Design Elements  | <ul> <li>HR Recruiting Campaigns:         The Power of Brand     </li> <li>All Incentive Travel/Event/Contests</li> </ul>   |



## Postcard Considerations

Examples are in 9" x 6" format

Paragraph, character styles, and ASE files are available upon request for consistency.

One torn element per piece is recommended

**Product Name:**Color From Palette Page 33

**Headline**: Freight Sans Black Black 90%, PMS 1-1 or White 36 pts | Space After: 0.125 in

Subhead: Freight Sans Bold PMS 654, 300 or 328 16 pts | Space After: 0.125 in

Form Number/Disclaimer: Whitney Condensed Book | Black 90% | 9 pts



**Address:** Whitney book | Black 90% 10 pts | Leading: 12 pts

**Headline**: Freight Sans Bold – 16 pts | Space After: 0.135 in

Body: Whitney Book Black 90% 10 pts | Leading: 14 pts Space After: 0.135 in

Background color:
Black 10%



## Flyer Considerations

Flyers should maintain a balance of white space, imagery, and contain a ripped element on the page.

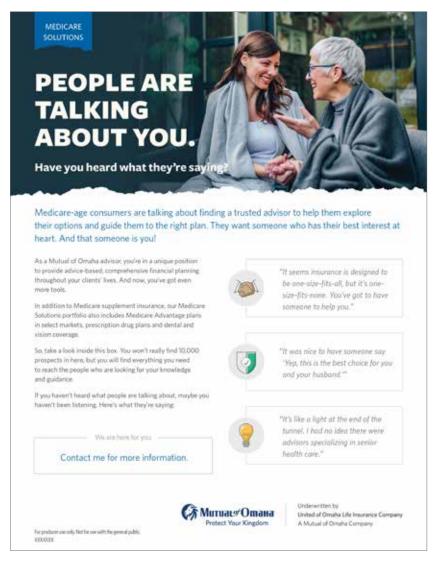
Intro: Whitney Book — PMS 654, 300 or 328 14 pts | Leading: 19 pts Space After: 0.25 in

Body: Whitney Book — Black 90% 10 pts | Leading: 14 pts Space After: 0.135 in

#### Box and line:

.35 weight | Black 70% Rounded Corners: 0.0168 in

#### See page 35 for content hierarchy recommendations



Disclaimer/Form Number/For producer use only:
Whitney Condensed Book | Black 90% | 9 pts | Leading: 10 pts

- Headline: Freight Sans Black Black 90%, PMS 1-1 or White 36 pts | Space After: 0.125 in
- Subhead: Freight Sans Bold from primary palette
   16 pts | Space After: 0.125 in

One ripped element per page

Spot Illustrations:
 Can be used with or without a gray background circle
 See page 40 for more details

Logo or Logo Lock-up
 Placement
 See page 19 and 24 for
 more details

## Flyer Examples

The design of a flyer should be driven by the content being presented. Here are just a few layout examples. Remember that consumer flyers require disclosures, while the "for producer use only" disclaimer must be incorporated into producer flyers.









## **Brochure Considerations**

#### **Front Cover Considerations**

#### **Optional Product Tab:**

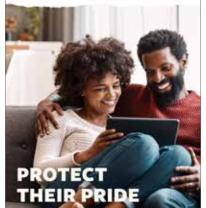
Whitney Medium | Centered | PMS 1-1 (Black 90% over yellow) 10 pts | Leading: 14 pts | Colors from primary palette

Cover Header: Freight Sans Black
Black 90%, PMS 1-1 or White
65 pts | Leading: 65 pts



Form Number: Whitney Condensed Book Black 90% | 9 pts

Minimum of one torn element on covers required



#### **Angled Torn Elements**



For producer use only:

Whitney Condensed Book | Black 90% | 9 pts

#### No Bleed Samples



Reference page 29 for details on PYK torn tab for all items when a product or service logo is used.



**Subhead:** Freight Sans Bold Colors from primary palette | 16 pts

#### **Back Cover Considerations**

**Background:** Black 10%

Why Mutual: Whitney Medium PMS 300 | 12 pts Body: Whitney Book Black 90% 11 pts | Leading: 15 pts

**Disclaimer:**Whitney Condensed Book
Black 90%
9 pts | Leading: 10 pts



Website:

Mutual of Omaha.com
Whitney Medium
PMS 300
10 pts | Leading: 14 pts

Solicitation Notice:
Whitney Semibold
Black 90%
9 pts | Leading: 10 pts

## **Marlin Perkins Stamp Samples**





As the original host of Wild Kingdom, Marlin Perkins symbolizes our rich history with an iconic show. Two approved stamp images are available to be used sparingly on back covers and limited designs, and only with specific approval from Brand Management. The stamp must always be black and white, must always include an animal, and must never be a characterized version of the image. The stamp EPS design is available upon request and will be provided by Brand Management.

## Inside Spread Considerations

Inside spreads should maintain a balance of white space and visual interest.

A natural pattern design element may be incorporated as an overlay to add texture and visual interest. Section Header:Intro Copy:Section Subhead:Subhead:Whitney LightWhitney BookFreight Sans BoldWhitney Semibold22 pts | Leading: 25 pts14 pts | Leading: 19 pts16 pts | Leading: 19 pts14 pts | Leading: 18 pts



Incorporate torn edges throughout in both photos and/or color blocks.

#### **Body Copy:**

Whitney Book | 90% Black 10 pts | Leading: 14 pts \*Medicare Solutions body copy needs to be 11 pts per compliance

# Inside Spread Examples

When it comes to inside spreads, there are a variety of layout options. Here are a few examples to help get you started.











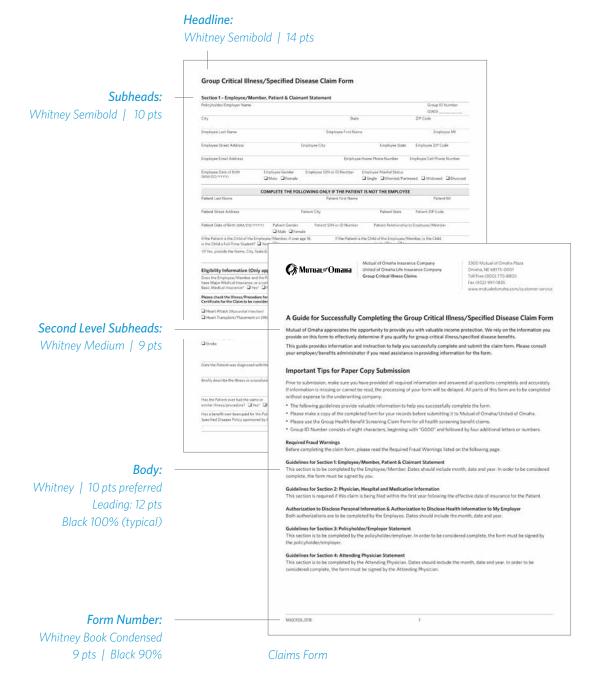


## Forms

Our brand presentations guide our audience through our content. Equally important is the development and maintenance of structured forms and applications that are easy to read, follow and fill out.

## **Hierarchy Considerations:**

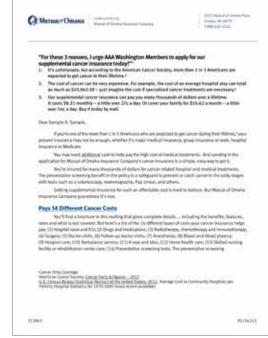
- Use rules or shading to accentuate the headings and create separation as needed
- Main body 10 pts. Whitney (if possible); minimum of 8 pts
- Leading should be at least 1 pt. larger than font size and preferably 2-3 pts. on paragraph copy
- Preferred rule weights and colors on claim forms is
   .5 pt. black at 30% and 1 pt. black at 30%
- Preferred rule weights and colors on regular forms is .5 pt. black at 70% and 1 pt. black at 70%
- Check boxes should be at least 10 pts. and go in front of what is being selected
- All copy and fill-ins should have adequate spacing to accommodate the content being requested
- PMS 288U is the equivalent of PMS 654C when printing on uncoated paper



## Forms Examples







Vertis Form

Letter

### For questions contact:

Chris Halliburton

Production Lead

chris.halliburton@mutualofomaha.com

401(k) Form

## Social Media

We use a variety of social media posts to create awareness. While the designs vary slightly and are driven by the content being presented, our social media posts maintain visual continuity.

#### General Guidelines:

- The dimensions for all are 1200 px by 630 px for Facebook, Twitter, LinkedIn and Hearsay posts.
- If placing the logo on a photo, make sure it is readable. Use a color fade or place a torn edge behind the logo.
- If placing the logo in the standard blue bar, the preferred placement is lower right using the preexisting social post bar eps template.
- Ensure a balance of space by not having too much copy.
- Each post should include a torn paper element.
- For background and torn elements, the primary color palette can be used.
- Single spot illustrations can also be used. Reference page 38.



**Headlines:** Freight Sans Black | 98 pts | Leading: 82 pts **Subheads/Body Type Below:** Freight Sans Bold | 71 pts | Leading: 75 pts



#### **Products and Services:**

Due to space restrictions, only a horizontal logo should be used for social media posts. For these logos please contact your Marketing partners.

Torn paper edge on each application



Textured patterns used underneath for a multiplied effect



Torn paper tabs can come from any side of the design



















Find images that create contrast behind copy



Sample News Release





## For questions contact:

Misty Silva Creative Services Manager of Marketing misty.silva@mutualofomaha.com

#### The following resources are available upon request:

- Mutual of Omaha Logo in Various Formats
- InDesign Working Files
- ASE Color Palette
- Paragraph/Character Styles
- Word/PPT Templates
- Spot Illustrations

Visit **design.mutualofomaha.com** for digital/email standards and additional print guides/addendums.



