

BRAND GUDELINES

Building a brand builds awareness, trust, and value. This guide will enable HD Supply to **be consistent in our verbal and visual identity**. Consistency is essential to a brand and ensures our core value propositions stand out and are easily recognizable to our customers.

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3.0 Visual Identity

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COMPANY OVERVIEW

HD Supply is a leading supplier of maintenance, repair, operations (MRO), and property marketing products. We are a customer-focused business delivering the highest quality products, services, solutions, and fulfillment in the industry.



Company overview Brand

Brand Attributes

- Industry Leader
- Reliable
- \cdot Trustworthy

- \cdot Free, Next-Day Delivery
- Easy Ordering
- Broad Product Assortment

- ・One-Stop Shop
- Helpful Service
 First-Choice Supplier

Our Customers

We serve multifamily, hospitality, healthcare, and government facilities. Within each vertical, we have different customer types:

Multifamily	Hospitality	Healthcare	Government
Property Manager	General Manager	Executive Director	Maintenance Supervisor
• 53% male	• 57% female	• 59% male	
• 39 years old	 41 years old 	 42 years old 	
 Oversees administration and manages staff 	• Day-to-day leadership	 Leads facility and runs day-to-day operations 	
Maintenance Supervisor	Engineer/Maintenance Lead	Director of Maintenance	Hotel Manager
• 70% male	• 72% male	• 80% male	
• 40 years old	• 41 years old	 46 years old 	
 Maintains and repairs facilities 	 Building maintenance and repairs 	 Manages team providing building maintenance 	
	Head of Housekeeping	Director of Nursing	Procurement Officer
	• 52% male	• 77% female	
	• 41 years old	 40 years old 	
	 Housekeeping duties 	 Nursing care, management experience, and assures compliance with government standards 	

Source: See Appendix.



VERBAL IDENT

2.1 Principles & Tone

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2.2 Brand Tagline

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2.3 General Messaging

Overview_____ Headline Ideas _____ Unique Selling Propositions _____





PRINCIPLES & TONE

Our principles govern what we say to customers. Tone of voice conveys who we are as a brand and expresses our personality and values.



PRINCIPLES & TONE

Messaging Guidelines

Our messaging should:

- Drive brand awareness
- \cdot Change or reinforce customers' attitudes
- Stimulate a response or action
- Build brand relationship

Tone Of Voice

Our messaging should sound:

- Authentic
- Customer-Focused
- Action-Oriented
- Simple
- \cdot Confident
- Proficient



BRAND TAGLINE

At HD Supply, we are dedicated to helping our customers in every way that we can. Our goal is to show our customers we are more than a distributor – we're also a listener and a helping hand. Our customers are busy, hardworking individuals. They are important pillars in our communities. That is why when they ask, we listen. **We're on it.**



HD Supply is dedicated to helping our customers. Our team of experts is committed to our customers' success and to meeting all of their day-to-day MRO needs.

We proudly deliver the highest quality products, support, services, and fulfillment in the industry. With more than 40 distribution centers and a fleet of more than 850 vehicles, we deliver MRO supplies where and when our customers need them.

A few examples of how "We're On It" at HD Supply:

- \cdot Our people
- Free, next-day delivery on most orders to most areas
- Vast product selection

- Customer support • Time and money savings • Dedicated service
- Quality, value-add products
- Expertise
- Trainings & certifications
- Trust

Legal Symbols

- The tagline is a legally protected brandmark and proper usage of it is essential to maintaining its integrity and strength.
- The tagline should use the superscript trademark symbol, ™, in most instances.
- See Pages 11-12 for specific rules.

WE'RE ON IT.











3.0 VISUAL IDENTITY



CONFIDENTIAL



The tagline represents our commitment to action. Although it is a key feature of our brand, it does not need to be included on every marketing asset. It should be used when it specifically ties to our overarching brand story and value propositions.

Primary Usage: Support

- The brand tagline should be used as a support element.
- It should be secondary to the main headline and serve as the payoff to our value propositions.
- Generally speaking, it should live at the end of a piece as the closing.

General Rules

- When used alone, the [™] should be included and the mark should not be altered.
- Size should be 60% of the main headline size.
- Clearance on all sides should equal the height of the W.
- Tagline lock-up should be used in one of our primary brand colors.
- No alterations should be made to the lock-up without review and approval from the Brand team.

Secondary Usage: Body Copy

- The tagline can also be used in body copy.
- If used in this way, it should tie to specific value propositions.

General Rules

- When used in body copy, the tagline should not include legal markings.
- Text should be the same size as body copy.
- Text should be bolded.
- Text should be set in sentence case.
- Text should be in one of our primary brand colors.

Lorem ipsum dolor sit amet, consectetur adipiscing elit sed do eiusmod. We're on it.

EXERENT

60% of the main headline size

See Page 12 for usage examples.

CONFIDENTIAL



Primary Usage: Support

Secondary Usage: Body Copy



HDSUPPLY

WE'RE HERE TO MAKE YOUR JOB EASIER

Trust Us For Your Hospitality Needs

HD Supply is committed to getting you what you need, where and when you need it. We offer fast, free delivery' on more than 100,000 products, including thousands of brand standard hospitality items. From housekeeping supplies to room renovations—we're on it.

*On most orders to most areas. © 2019 HDS IP Holding, LLC. All Rights Reserved. For our terms and conditions, visit hdsupplysolutions.com/terms

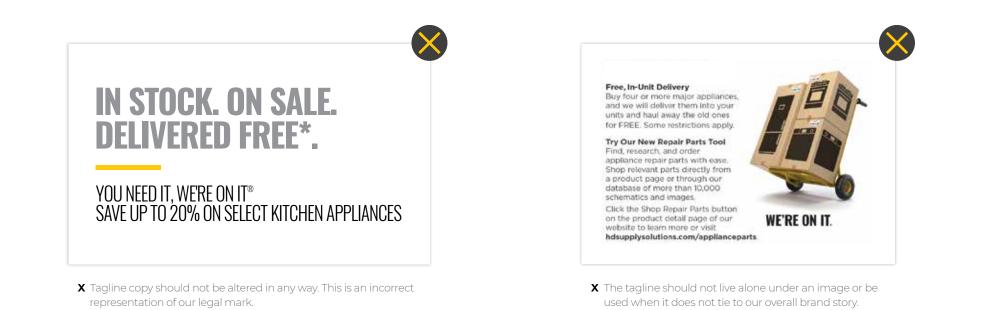
CONFIDENTIAL



It is critical for the tagline to appear consistently. Improper use dilutes and lessens its value. Any modifications to the tagline must be approved by the brand marketing team.

Watch Out For The Following:

- \cdot The tagline applies to both the U.S. and Canadian HD Supply businesses.
- \cdot The tagline is intended for marketing materials and should not be used on physical products.
- Avoid altering the language.
 - E.g.: If you need it, we're on it[™]
 - No additional language should be attached to the tagline, since it is trademarked copy.
- Avoid using the tagline by itself. It should always be used with our value proposition(s) to tell a story.



HD Supply is committed to getting you what you need, where and when you need it. We offer fast, free delivery* on more than 100,000 products, including thousands of brand standard hospitality items. From housekeeping supplies to room renovations-if your hotel needs it, We're On It[®].

X Since the tagline is being used in body copy, it should be sentence case, bolded, and not use the [®].



GENERAL MESSAGING

Messaging allows us to clearly communicate to our audience. Through it, we are able to convey our brand, services, and key selling points.



GENERAL MESSAGING HEADLINE IDEAS

WATCH OUTS

Multifamily	Hospitality	Healthcare	Government	1. Use the full company
YOUR SINGLE-SOURCE	YOUR SINGLE-SOURCE	YOUR SINGLE-SOURCE	YOUR SINGLE-SOURCE	2. Avoid abbreviations in
(MRO) SUPPLIER	(MRO/HOSPITALITY) SUPPLIER	(MRO) SUPPLIER	(MRO) SUPPLIER	
TRUST US TO MAKE	TRUST US TO MAKE YOUR	TRUST US TO MAKE	TRUST US TO MAKE	3. Avoid overuse of the c
YOUR JOB EASIER	JOB EASIER	YOUR JOB EASIER	YOUR JOB EASIER	4. Avoid breaking 'HD Su
YOUR JOB IS BUSY ENOUGH.	YOUR JOB IS BUSY ENOUGH.	YOUR JOB IS BUSY ENOUGH.	YOUR JOB IS BUSY ENOUGH.	5. Delivery claim languag
WE'RE HERE TO HELP.	WE'RE HERE TO HELP.	WE'RE HERE TO HELP.	WE'RE HERE TO HELP.	For example: Free, Nex
MRO SOLUTIONS	HOSPITALITY SOLUTIONS	MRO SOLUTIONS	MRO SOLUTIONS	6. Phone numbers and U
THAT DELIVER	THAT DELIVER	THAT DELIVER	THAT DELIVER	Call us at 1.800.431.30
ALL YOUR MAINTENANCE	ALL YOUR MAINTENANCE	ALL YOUR MAINTENANCE	ALL YOUR MAINTENANCE	7. "Single Source" refererUse a hyphen wher
REPAIR NEEDS	REPAIR NEEDS	REPAIR NEEDS	REPAIR NEEDS	
	GUESTS' EXPECTATIONS BEGIN WITH US		GOVERNMENT PROCUREMENT MADE EASY	For example: "Single • Do not use a hyphe is the noun. For exa MRO products."

PLEASE NOTE: Headlines are not limited to the options listed above.

ny name, HD Supply, in all mentions.

in external-facing materials. For example: HD, HDS.

e company name. Use alternatives like: Us, We, Our.

Supply'. It should always be kept on one line.

uage should always use a comma and hyphen. Next-Day Delivery.

d URLs should be bolded. For example: **3000** or visit us online at **hdsupplysolutions.com**.

rences can appear with and without a hyphen.

nen: it's a compound adjective in front of a noun. ngle-Source Supplier."

hen when: "single" is the adjective and "source" example: "We are your single source for

8. Footnotes should follow punctuation. For example: According to the Red Cross, most fires start in the kitchen.¹

GENERAL MESSAGING UNIQUE SELLING PROPOSITIONS

Multifamily	Hospitality	Healthcare	Government
Free, next-day delivery*	Fast, free delivery*	Free, next-day delivery*	Free, next-day delivery*
100,000+ products available	100,000+ products available	100,000+ products available	100,000+ products available
Property improvement and renovation services	Thousands of MRO, OS&E, and FF&E products available	All of your facility maintenance, repair, and operation equipment needs	Industry-leading support with dedicated government service and support teams
Custom-made products, including doors, cabinets, window coverings and more	Brand specification expertise	Room-in-a-box renovation expertise	Competitively priced maintenance, repair, operations, and property management products
Scan, search & order on the go	We have the products you need to meet your specifications	Real-time pricing and product information 24/7	Property improvement and renovation services
Professional certification and training	Dedicated sales representatives	We have the products you need	No minimum order requirements
Industry-leading support	100+ Certified Master Hotel Supplier professionals on staff		Real-time pricing and product information 24/7
Real-time pricing and product information 24/7	No minimum order† †Orders less than \$50 are subject to a \$10 handling fee.		
	Real-time pricing and product information 24/7		
*On most orders to most areas.	*Within 2 days on most orders to most areas.	*On most orders to most areas.	*On most orders to most areas.

PLEASE NOTE: The points above represent our unique selling propositions. Marketing materials are not limited to just these offerings.

VISUAL IDENT

3.1 Logo

Overview	
Primary	
Арр	
Size	
Clearance	
Location	
Incorrect Usage	

3.2 Typography

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Content Structures	.29
Usage Rules	.30
Text Rules & Punctuation	
Symbols & Signs	
Lock-Ups: Offers	.33
Lock-Ups: Callouts	.34

3.3 Style Elements

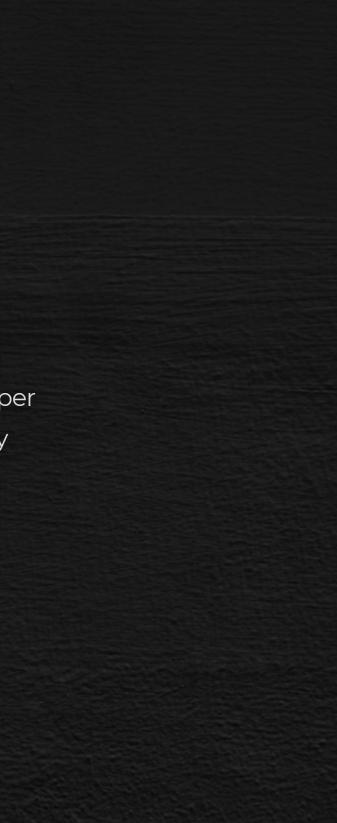
Overview	
French Fry	
Circle Callouts	
Footer: Master	
Footer: Catalog	
Cover: Guide	
Cover: Tabloid	
Product Lock-Up: Guide	42
Product Lock-Up: Tabloid	
Product Lock-Up: Catalog	
Table: Tabloid	
Table: Catalog	
Badges	
Iconography	



3.4 Color

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Our brand is a powerful asset that represents our company and encompasses its identity. We are responsible for upholding the integrity of the brand and should be familiar with its proper usage. The HD Supply logo is a strong visual presentation of the HD Supply name. Its simplicity makes the brandmark adaptable to almost any scale of reproduction in virtually any medium.





This is the primary HD Supply logo mark.

The full-color version of the logo should be used when possible.

NOTE: Alternate versions may be reviewed and approved in special circumstances.



Full Color The full-color version of the logo is Pantone® 123 C and black, and should be used whenever possible.

SUPPLY

HDSUPPLY.

One Color

The logo may appear in solid black when color printing is not feasible.

HOSUPPLY

HOSUPPLY.

One Color

The logo may also appear in 70% black. This version should only be used in limited situations when no other logo version can be used.

HOSUPPLY



Reverse Color

The logo may also appear in two-color option as a reverse out of black.



One Color

The logo may appear in solid white when color printing is not feasible.



One Color

The logo may also appear in 50% black. This version should only be used in limited situations when no other logo version can be used.



If space permits, use the app logo when referencing the **HD Supply Solutions™ App**.

NOTE: The full-color version of the logo should always be used.

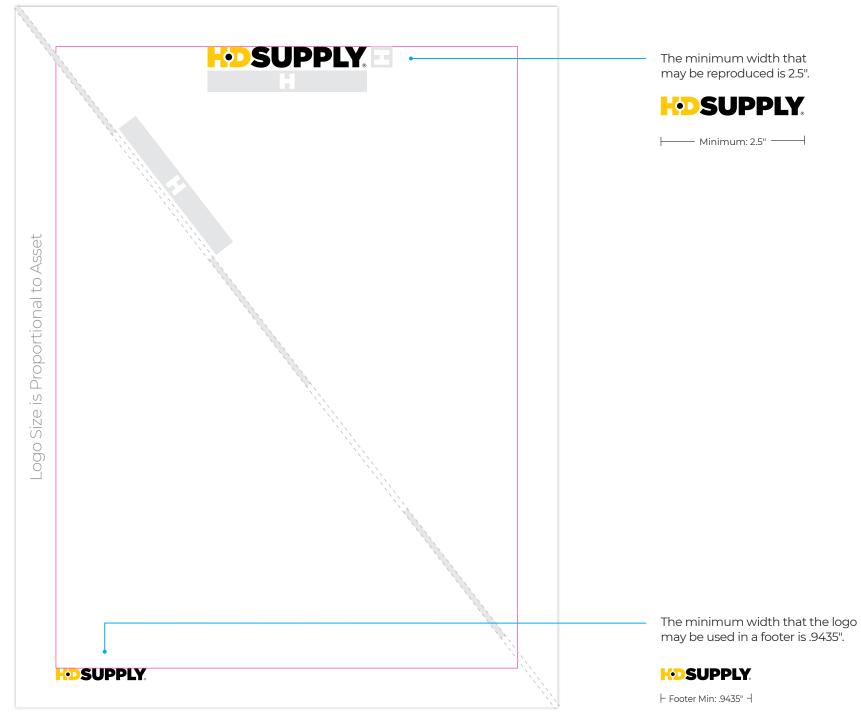


Logo size is determined by page format and size. This way, we can ensure a proportionate logo size across different formats.

The following steps will help you to determine the best logo size to use:

- 1. Measure the diagonal of the format and divide it by 5.5.
- 2. This determines the logo width.
- 3. If necessary, round up to the nearest whole number.

Logo width = diagonal length ÷ 5.5





USAGE EXAMPLES



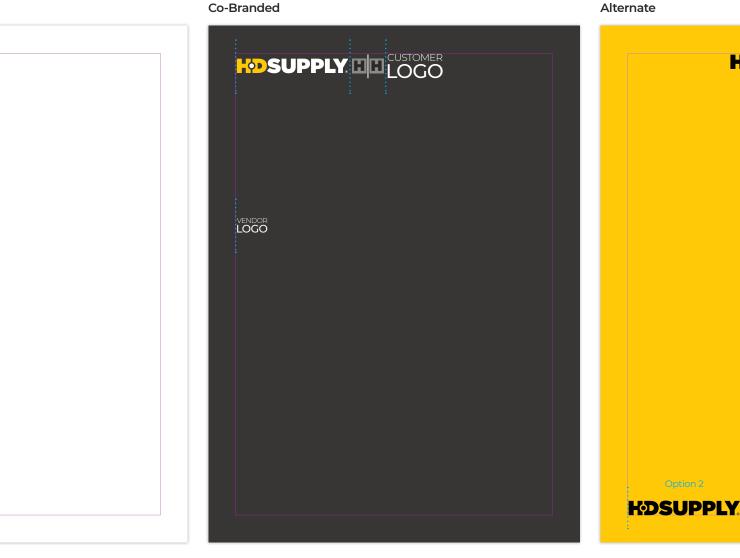
sides of the logo.



X The logo is too close to the left edge and headline.

 \checkmark Clearance around the logo is the height of the letter "H" on all





Primary Placement:

Primary placement of the HD Supply logo should be on the top left of the page.

Exceptions can be considered if imagery or design prevent this primary placement.

Customer Co-Branding:

In customer co-branded assets, place a rule line between logos, ensuring that both logos are of equal visual weight.

Rules:

- Space between the logos should be equal to the height of the "H"
- The rule line should be 0.75 pt in width and equal the height of logos

Vendor/Product Co-Branding:

Rules:

- Deemphasize vendor or product logo
- Resize to 40-50% of primary logo size
- Locate on the lower portion of the page
 - Placement should not be immediately next to any primary HD Supply brand element.
 For instance: headline, subhead, CTA, footer.

Alternate Placement:

Alternate placement of our logo can be in the center or on the bottom left of the page. Primary

SUPPLY.



. Option 1



It is critical for the HD Supply logo to appear consistently as specified in this document. Improper use dilutes and lessens its value as an instantly recognizable brand.

The following are a few examples of things we should avoid.

Any modifications to the HD Supply brand must be approved by the Brand team.

HDSUPPLY

X Do not alter or change the color of the logo.



X Do not create an abbreviation of logo.



X Do not combine the logo with any other graphic element.



X Do not put the logo on a patterned or visually competitive background.



X Do not distort the logo - always maintain proper height-to-width (aspect) ratio.



other text.



X Do not mimic the circle element of the logo using

TYPOGRAPHY

Consistent typography allows our audiences to recognize materials from HD Supply. Using our chosen typefaces at the correct scale and weight ensures that our work is consistent and legible across all channels. When used effectively, the right font commands attention and creates a unified voice. The following guidelines will help ensure maximum legibility and reinforcement of our brand.



About Oswald:

Oswald is our primary typeface and the lead voice in our communications. It is an important, distinctive tool, recognizable to our brand.

For Use In:

- Headlines
- Primary Subheadlines
- ・ Callouts
- \cdot Calls-To-Action
- Disclaimers

Rules:

- Use in UPPERCASE, Title Case, and Sentence case
- Weight and size support the hierarchy of content
- Primary weights are Regular and Bold
- For emphasis, always skip one weight level for distinction
- Leading must match point size
- Character tracking: -25
- Horizontal scale: 100%
- Kerning must always be adjusted for headlines
- Type should not appear on imagery unless content is clearly legible

OSWALD Weights:

Regular

Light

abcdefghijklmnopqrstuvwxyz ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890\$&?/+"(.,:;)

Medium

abcdefghijklmnopqrstuvwxyz ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890\$&?/+"(.,:;)

Semibold

abcdefghijklmnopqrstuvwxyz ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890\$&?/+"(.,:;)

Bold

abcdefghijklmnopqrstuvwxyz ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890\$&?/+"(.,:;)

abcdefghijklmnopqrstuvwxyz ABCDEFGHIJKLMNOPQRSTUVWXYZ 1234567890\$&?/+"(.,:;)



About Montserrat:

Montserrat is our secondary typeface. It is used as support and to convey large pieces of information, as it has strong legibility.

For Use In:

- Section Header
- Paragraph Header
- Descriptors/Qualifiers
- Body Copy
- Digital Links

Rules:

- Use in Title Case and Sentence case
- Weight and size support the hierarchy of content
- Primary weights are Regular and Semibold
- For emphasis, always skip one weight level for distinction
- Character tracking: -25
- Horizontal scale: 100%
- Type should not appear on imagery unless content is clearly legible

	\mathbf{J}
MONTSERRAT	
IMUNISERRAI	

Regular	abcdefghijklm ABCDEFGHIJK 1234567890\$&
Medium	a b c d e f g h i j k l n A B C D E F G H I J K 1234567890\$&
Semibold	abcdefghijklr ABCDEFGHIJk 1234567890\$8

Light

Bold

Weights:

abcdefghijklmnopqrstuvwxyz ABCDEFGHIJKLMNOPQRSTUVWXYZ

mnopqrstuvwxyz KLMNOPQRSTUVWXYZ &?/+"(.,:;)

nnopqrstuvwxyz LMNOPQRSTUVWXYZ &?/+"(.,:;)

LMNOPQRSTUVWXYZ

TYPOGRAPHY PROPORTIONS & ALIGNMENT

Proportions:

Design elements and space between those elements are proportional to the size of the HD Supply logo:

- Use the height of the "H" to measure your ratio
- Greatest relation is one and a half the height of the "H"
- Smallest relation is half of the height of the "H"

Alignment:

- Use left alignment for most assets
- Center alignment can be considered if imagery or design prevent left alignment
- Exceptions:
 - Callout text is always center-aligned
 - Disclaimer text is always left-aligned

	Logo = 2.5" minin • See page 21 for
	Space = 1.5 x H Siz
HEADLINE LINE 1 HEADLINE LINE 2	Headline = 1.5 x H
•	Space = 1 x H Size
Primary Subheadline Line 1 •	Primary Subhea
•	Space = 1.5 x H Si
Body copy text body copy text body copy text body copy text. Body copy text body copy text	Body Copy = 1/4 >
•	Space = 1 × H Size
Section Header	Section Header = Space = 1 x H Size
Paragraph Header 1 Body copy text body copy text body copy text body copy text. Body copy text body copy text	Paragraph Head
body copy text body copy text body copy text body copy text. Paragraph Header 2	Space = 1/2 x H Si
 Body copy text body copy text body copy text. Body copy text body copy text. Body copy text body copy text body copy text body copy text. 	
Call to action: Shop now at hdsupplysolutions.com/xyz and use Source Code	Call To Action = 1
Call to action: Shop now at hdsupplysolutions.com/xyz and use Source Code	Call To Action = 1 Disclaimer = For

```
imum
for logo size details
Size
H Size
adline = 1/2 x Headline Size
Size
x Headline Size
= 1/3 x Headline Size
ider / Descriptor / Qualifier = 1/4 x Headline Size
```

Size

1/3 x Headline Size

ont Size: 7 pt for details



Diagrams to the right show various content structures and recommended relationships between elements.

Key:



Primary Structure - Option 1

H

SUPPLY H **HEADLINE TEXT**

Primary Subheadline Text

Body copy text body copy text. Body copy text body copy text.

Primary Structure - Option 2

HEADLINE TEXT

Section Header Text

Body copy text body copy text body copy text body copy text body copy text body copy text body copy text body copy text. Body copy text body copy text.

Primary Structure - Option 3

🕩 SUPPLY, 🗄 **HEADLINE TEXT**

Body copy text body copy text. Body copy text body copy text.

Alternate Structure

SUPPLY, H **HEADLINE TEXT**

Primary Subheadline Text

Body copy text body copy text. Body copy text body copy text.







TYPOGRAPHY USAGE RULES

Headline:

- Keep short and succinct
- A maximum of two lines
- Up to 30 characters
- Always in Oswald UPPERCASE
- Always set in Bold weight
- Whole-sized only, no decimals
- Leading must match point size
- Character tracking: -25

Primary Subheadline:

- Is 1/2 headline point size
- A maximum of three lines
- Up to 30 characters
- Always in Oswald Title Case
- Set in Regular or Medium weight
- Bold weight and/or color can be used to emphasize parts of subheadline
- Leading must match point size
- Character tracking: -25

Section Header:

- Is 1/3 headline point size
- Always in Montserrat Title Case
- Set in Semibold or Bold weight
- Character tracking: -25

Paragraph Header / Descriptor / Qualifier:

- Always in Montserrat Title Case
- Set in Medium or Semibold weight
- Character tracking: -25

HDSUPPLY

HEADLINE LINE 1 HEADLINE LINE 2

Primary Subheadline Line 1

Body copy text body c

ARKFTING

CALLOUT

Section Header

Paragraph Header 1

Body copy text body copy text.

Paragraph Header 2

- 1. Body copy text body copy text body copy text.
- 2. Body copy text body copy text body copy text body copy text.
- 3. Body copy text body copy text body copy text body copy text.

Call To Action: Shop now at **hdsupplysolutions.com/xyz** and use Source Code

3 EASY WAYS TO ORDER | P MOBILE APP III 1.800.431.3000 L hdsupplysolutions.com

Callout:

- Keep at a maximum of four lines with proper padding
- Always in Oswald UPPERCASE
- Character tracking: -25
- See Style Elements on page 37 for callout format details

Body Copy:

- Always in Montserrat Sentence Case
- Set in Light or Regular weight
- Use Medium or Semibold weight and/or color to emphasize parts of text
- Character tracking: -25

Call To Action:

- \cdot Is 1/3 headline point size
- Always in Oswald Sentence Case
- Set in Light or Regular weight
- Character tracking: -25
- Key elements like website and source code must be bolded and/or emphasized via color

Disclaimer:

- \cdot Always placed above the lock-up
- $\cdot\,$ Always in Oswald Sentence case
- Always set in Light weight with Semibold for emphasis
- Font Size: 7 pt, Leading: 7.5 pt
- Character tracking: -25
- Black text fill with 70% tint

Footer:

• See Style Elements on page 38 for footer format details

TYPOGRAPHY TEXT RULES & PUNCTUATION

Hierarchy

Visual hierarchy is a way to stress the significance of each block of copy:

- Organize typography according to relative importance through scale and function
- Establish and move the order in which the customer receives information
- Do not make different levels of hierarchy the same size or scale as another

Pairings

It is important to maintain type pairings for proper emphasis:

- Bold weight should be paired with Medium weiaht
- Semibold weight should be paired with Regular weight
- Medium weight should be paired with Light weight

General Copy Rules:

- Exclamation marks should only be used in instances where time is important (e.g., Hurry! Last Chance!)
- UPPERCASE should be reserved for Headlines and Callouts
- In Calls To Action, websites and source codes are not followed by a period
- When used in a sentence, Source Code XYZ must be capitalized and code should be bolded (e.g., Shop now and save with Source Code **XYZ**)

Subheadline Is Set In Regular **Or Medium** And Is ¹⁄₂ **Headline Point Size**

Body copy text is set in light and **Medium** for emphasis and is 1/4 headline point size. Body copy text is set in light and Medium for emphasis and is 1/4 headline point size. Body copy text is set in light and **Medium** for emphasis and is 1/4 headline point size.

Body copy text is set in light and **Medium** for emphasis and is 1/4 headline point size.

Call-to-action is set in Regular and Semib-

Bulleted List

- Used to highlight list elements
- May include short phrases, single sentences, or paragraphs
- Is not followed by a period unless there are complete sentences

Primary List: Bullet Point (.)

- Left Indent: 0.0625 in
- Space before, between, and after: 0.0625 in
- Followed by a double space
- A color-filled circular shape
- Matches font size and weight

Secondary List: En dash (-)

- Only used after bullet points
- Left Indent: 0.22 in
- Space before, between, and after: 0.0625 in
- Followed by a double space
- Matches font size and weight

Numbered List (1, 2, 3)

- I eft Indent: 0.0625 in
- Space before, between, and after: 0.0625 in
- Followed by a period and a double space
- Matches font size and weight

- 1. Numbered list copy text numbered list copy text numbered list copy text 2. Numbered list copy text numbered list copy text numbered list copy text numbered list
- copy text numbered list copy text
- 3. Numbered list copy text
- 4. Numbered list copy text numbered list copy text numbered list copy text
- 5. Numbered list copy text

Paragraph Header

- Body copy text body copy text. Body copy text body copy text body copy text body copy text:
- Bulleted list copy text bulleted list copy text bulleted list copy bulleted list copy text
 - Bulleted list copy text bulleted list copy text bulleted list copy text bulleted list copy text
 - Bulleted list copy text bulleted list copy text
- Bulleted list copy text bulleted list copy text
- Bulleted list copy text bulleted list copy text

Paragraph Header



Rules: Headline Lock-Up

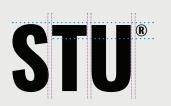
When used in a Headline, Callout, or lock-up, footnote and trademark symbols must be manually resized and aligned in relation to body text characters:

- Place a symbol immediately after the text to be referenced
- Resize to cap height of body text character (for example, use capital letters E, F, and T or number 5 to determine cap height)
- Font weight of a symbol should match body text font weight
- Match the kerning to a single space between other characters
- Align vertically at the top in relation to other characters









Rules: Body Text

- When used in a sentence, all symbols must match the body text font, size, and weight
- The registered trademark symbol (®) and footnote symbols $(*, \dagger, 1)$ must be manually superscripted
- The trademark symbol ([™]) is set as superscript and must be doublesuperscripted to retain the prominence of the registered trademark symbol (®)
- The percent (%) and dollar (\$) signs must be:
- Superscripted when they are used in the Headline, Primary Subheadline, or Callout (see page 33 for offer lock-ups diagram and rules)
- Set in Sentence case when used in the Section/Paragraph Header, Body Copy or Disclaimer

Free, next-day delivery.*

*On most orders to most areas.

Sentence Use Of Trademark & Footnote Symbols

efficient.

Save \$50 for every \$200 you spend on items in this category.

Sentence Use Of Percent And Dollar Signs

Kwikset[®] SmartKey[™] Deadbolts No minimum order requirement.⁺ [†]Orders less than \$50 are subject to a \$10 handling fee.

LED bulbs are 75% more energy

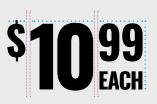


Percent, Dollar & Cent Signs:

- Superscript a sign
- Font weight of a sign should match body text font weight
- Match the kerning to a single space between other characters
- Align vertically at the top in relation to other characters







Percent Off:

- Always in Oswald UPPERCASE
- Font weight should match body text font weight
- Place "Off" under the percent sign and resize to match percent sign font width
- Align horizontally at the baseline with offer text characters
- Match kerning of percent sign and Off lock-up to a double space between other characters

Up To & Save Up To:

"Up To" can be spanned above the offer text or stacked vertically before it:

- Always in Oswald UPPERCASE
- Font weight should match body text font weight
- For spanned version, place "Up To" above the offer text and resize so it aligns vertically with offer text characters
- For stacked version, place "Up To" before the offer text and resize so it aligns horizontally with offer text characters
- Space between "Up To" and offer text should match vertical space between percent sign and Off lock-up with offer text
- Space between "Save" and "Up To" should match vertical space between "Up To" and offer lock-up













SAVE UP 40%



The most common marketing offers are shown to the right. These should be treated as lock-ups and appropriate placements and proportions should be followed:

- Offer copy font should be whole-sized, no decimals
- Always in Oswald UPPERCASE
- Always set in Bold weight
- Resize percent (%) and dollar (\$) signs to 1/2 size of the offer font point size
- "Off" is always placed under the percent (%) sign, then aligned vertically in relation to percent (%) sign and horizontally with offer characters
- "Up To" is always spanned across offer characters and resized to align vertically with offer characters
- "Save" is resized to 1/3 size of the offer text point size and centered horizontally in the callout circle
- "Save Up To" is always:
 - Spanned across offer characters and resized to align vertically with offer characters and percent (%) sign
 - Spanned across offer characters, excluding the dollar (\$) sign

For callout usage and placement, see Page 37.







SAVE UP TO \$**300**



STYLE ELEMENTS

Style and design elements bring our brand to life.





The French fry is a design element that resembles a dash or an underline. It is intended to separate thoughts, typically a divider between a headline and a primary subheadline.

Weight and Length:

- Fry is the "I" weight should match headline font
- Length should extend to 1/2 of the fourth letter in headline
- Exception: When the headline begins with a numerical value, underline the full numeric value

Clearance:

- Equals the height of the letter "H" in the logo
- Any background inside this clearance should be even, without pattern and/or other graphical elements
- If used directly on a photograph, the clearance area must still provide good contrast between the background and the fry, as well as be even in tone and pattern-free.

Appearance:

- Always left-aligned
- Always in yellow
- Tint: 100%
- Opacity: 100%

Primary Rule

HEADL NE COPY

Primary Subheadline Copy

Exception

20% OFF HVAC

Primary Subheadline Copy

USAGE EXAMPLES

SUPPLY HEADLINE COPY

Primary Subheadline Copy

✓ Clearance around the fry is the hight of the letter "H". It matches the weight and extends to 1/2 of the fourth letter in headline.

SUPPLY

Primary Subheadline Copy

thin and too long.



X The French fry is too close to the headline copy. It is also too



The circle design element is used to outline various marketing promotions in different parts of an asset:

1. Marketing Circle Callout

Usage Rules:

- Used to the right of a headline or body text
- Scale is proportional to the size of the HD Supply logo:
- Marketing Callout Radius = 4 x "H"

Appearance:

- Always in Oswald UPPERCASE
- Size and weight support the hierarchy of content
- Leading must match point size
- Character tracking: -25
- Horizontal scale: 100%
- Kerning must always be adjusted
- Center-aligned, except for lock-ups
- Primary brand colors fill and type, no outline

2. Product Circle Callout

Usage Rules:

- Only used within the product lock-up
- Two sizes: small and large
- Floats in the clear space around the product image and does not overlap text or image

Appearance:

- Always in Oswald UPPERCASE
- Always set in Medium weight
- Font size: 6.5 pts
- Leading must match point size
- Center-aligned
- Yellow fill, no outline, black type



• Limit the amount of callouts per page products in the same category

Primary: Small Callout

- 1 to 3 lines of text
- Up to 20 characters

Product Circle Callout





99-99999

CONTENTS

review the specific product details. © 2019 HDS IP Holding, LLC. All Rights Reserved. For our terms and conditions, visit **hdsupplysolutions.com/term**

3 EASY WAYS TO ORDER

LOWEST PRICE OF THE

& WARNING: California Residents, this product contains chemical(s), which is/are known to the State of California to cause cancer and/or birth defects or other reproductive harm. Find more information by visiting hdsupplysolutions.com to

MOBILE APP 🛅 1.800.431.3000 🔄 hdsupplysolutions.com

que prem ditam, cum verferature explaut ma delit laborae ceaquiscia sunt

Usage Examples:



- Callout must outline a unique future or promotional offer
- Copy should not be duplicative of product description
- Callout should not be used if its copy applies to other











Usage

- Master Style is our primary footer. It is used in one- or two-page assets (i.e., flyers, postcards, or ads)
- Format is determined by page size and layout

Footer Lock-Up:

- Please do not modify lock-ups
- Use full or reverse color variation to ensure good contrast between the lock-up and the background
- Type must always be at 100% opacity and 100% tint
- When scaled to fit the layout: the app, phone number, and website text must always be greater in size than body copy on a page

Appearance:

- In Master Style footers, ensure proper clearance around order lock-up:
 - Vertical clearance is: minimum 1 x "H"
- Footer should not appear on imagery unless content is clearly legible
- Avoid including disclaimer copy, social media chiclets, or job number in footer space

Disclaimer

- · Always placed above horizontal footer
- Job number matches font format and size of the disclaimer text and is bottom-and-right-aligned with it

Order Lock-Up

- Horizontal footer should be extended from side to side at the bottom of the page with proper clearance
- In layouts longer than 9" in width (i.e. horizontal postcards), lock-up should be left-aligned at the bottom of the page with proper clearance

Option 1: Horizontal Footer

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Option 2: Horizontal Stacked Footer

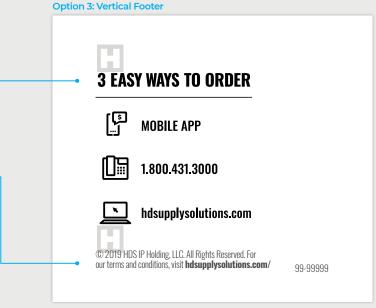




- Vertical footer is used for layouts 3" or less in width (i.e. vertical postcards), and for assets where imagery or design prevent usage of horizontal formats
- Vertical format is always left-aligned and placed at the bottom of the page before the disclaimer and with proper clearance

Disclaimer

- Always placed below vertical format lock-up
- Job number matches font format and size of the disclaimer text and is bottom- and right-aligned with it



99-99999

hdsupplysolutions.com

Disclaimer

- Always placed above horizontal stacked footer
- Job number matches font format
- and size of the disclaimer text and is bottom-and-right-aligned with it

Order Lock-Up

- Horizontal stacked format is used for layouts 6" to 3" in width (i.e. vertical postcards or square-shaped layouts)
- Lock-up should be extended from side to side at the bottom of the page with proper clearance
- Lock-up can also be left-aligned at the bottom of the page with proper clearance

STYLE ELEMENTS FOOTFR: CATALOG

Usage

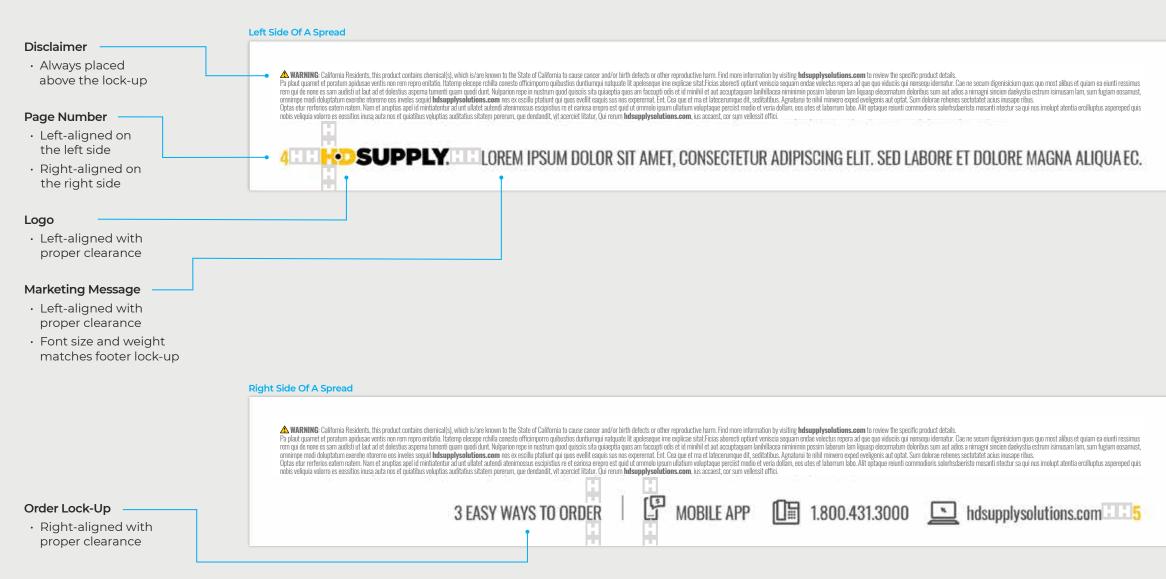
• Catalog Style Footer is for use in multiple-page assets, i.e., catalogs, brochures, or guides

Footer Lock-Up:

- Please do not modify lock-ups
- Use full or reverse color variation to ensure good contrast between the lock-up and the background
- Type must always be at 100% opacity and 85% tint
- When scaled to fit the layout: the app, phone number, and website text must always be greater in size than body copy on a page

Appearance:

- Footer should not appear on imagery unless content is clearly legible
- Always place logo on the left side and lock-up on the right side of a spread with proper clearance:
- Horizontal clearance is: always 2 x "H"
- Vertical clearance is: minimum 1 x "H"







This is an example of a standard guide cover (front and back). All guides do not need to mimic this layout. It is intended to be used for reference.

Mail Panel:

- Please ensure proper clear space surrounding the logo
- Return Address is always placed below the logo and is set in Montserrat Medium weight
- Call To Action in mail panel is always in Oswald, set in Light or Regular weight

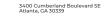
Disclaimer:

- Always placed above the lock-up
- Always in Oswald Sentence Case
- Set in Light weight with Regular for emphasis
- Recommended size: 6.5 pt
- Black text fill with 70% tint
- Job number matches font formating and size of the disclaimer text and is bottomand right-aligned with it

Order Lock-Up:

• Left-aligned with proper clearance

Current Postal Customer Or





PLEASE USE SOURCE CODE WHEN ORDERING.



HD Supply is committed to being your single-source supplier. Trust us to make your job easier with: Free, next-day delivery* · 100.000+ maintenance and repair products Fast and easy ordering on the HD Supply Solutions[™] App

· Upgraded website with one-click checkout WE'RE ON IT

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99-99999

PRESORT STANDARD U.S. POSTAGE

PAID HD SUPPLY







Title:

- Keep short and succinct
- A maximum of two lines
- Always in Oswald UPPERCASE
- Always set in Bold weight
- Leading must match point size

Subheadline:

P Provide State of the second

- 1/2 headline point size
- A maximum of three lines
- Always in Oswald Title Case
- Set in Regular or Medium weight
- Bold weight and/or color can be used to emphasize parts of text
- Leading must match point size

Table Of Contents:

- 1/3 headline point size
- Recommended format: Montserrat Title Case
- Set in Light or Regular weight
- Medium or Semibold weight and/or color can be used to emphasize parts of text



This is an example of a tabloid cover (front and back). It is intended to be used for reference.

Elements of this cover can be re-purposed for other assets (i.e. brand guides, brochures, flyers).

Mail Panel:

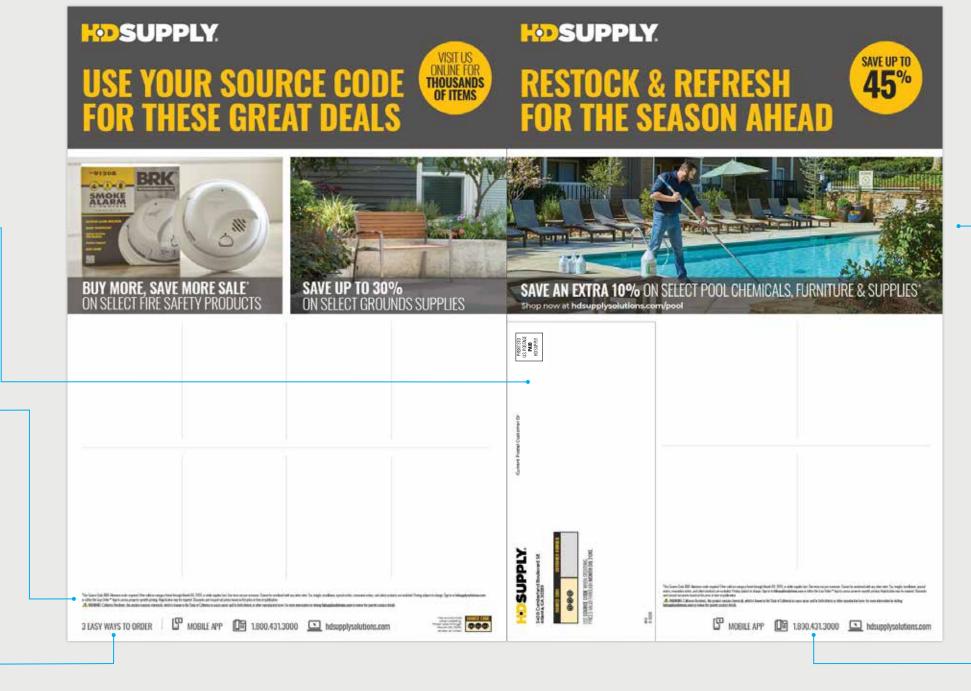
- Please ensure proper clear space surrounding the logo
- Return Address is always placed below the logo and is set in Montserrat Medium weight
- Call-To-Action in mail panel is always in Oswald, set in Light or Regular weight

Disclaimer:

- Always placed above the lock-up
- Always in Oswald Sentence case
- Set in Light weight with Semobold for emphasis
- Size: 7 pt, Leading: 7.5 pt
- Tracking: -25
- Black text fill with 70% tint

Footer Lock-Up:

 Left-aligned on the left side of a spread and right-aligned on the left size of a spread with proper clearance



Ad Section:

- Always includes lifestyle photography or product shot that ties to promotion
- Use an overlay box over the image with Soft Black fill and 50% opacity behind the message to ensure good contrast
- Type must always be at 100% opacity and 100% tint
- Allow proper clearance around the message
- Primary Promotional Message:
- Keep short and succinct
- A maximum of two lines
- Always in Oswald UPPERCASE
- Set in Light or Regular weight
- Medium or Semibold weight and/or color can be used to emphasize parts of text
- Leading must match point size
- · Secondary Promotional Message:
- Always in Montserrat Sentence case
- Set in Light or Regular weight
- Medium or Semibold weight and/or color can be used to emphasize parts of text

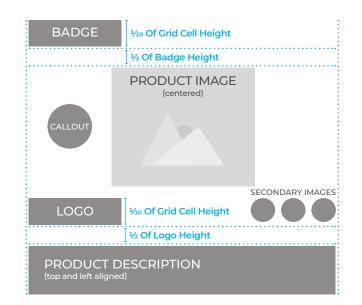
Footer Lock-Up:

 Due to spacing on cover pages,
 '3 Easy Ways To Order' text is not always required when mail panel is present

STYLE ELEMENTS PRODUCT LOCK-UP: GUIDE

Below is a diagram explaining our standard product lock-up. It demonstrates positioning and alignment of elements in the product grid. This lock-up can be used in brand guides, brochures, flyers, and postcards.

The examples to the right show two use-cases for our product lock-ups.





Product Name:

- Oswald Medium weight
- Size: 9 pt, Leading: 10 pt
- Tracking: -25

Package Quantity:

- Added to product
 name after a comma
- Mimics product name text format

Part Number:

- Oswald Medium weight
- Size: 9 pt, Leading: 12 pt
- Tracking: -25

Prop65 Warning:

- Oswald Light weight
- Size: 7.5 pt, Leading: 10 pt
- Tracking: 0

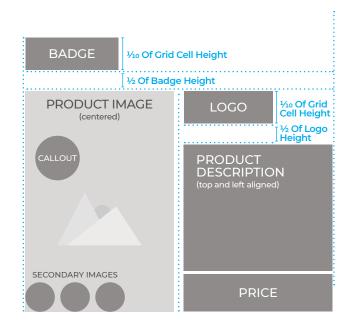
Secondary Images:

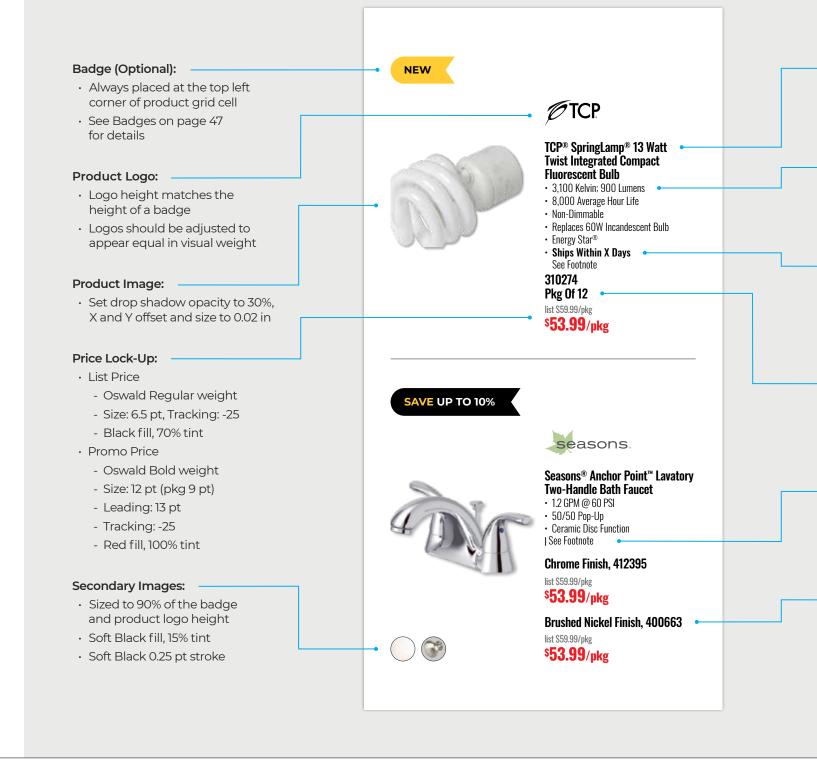
- Sized to 90% of the badge and product logo height
- Soft Black fill, 15% tint
- Soft Black 0.25 pt stroke

STYLE ELEMENTS PRODUCT LOCK-UP: TABLOID

Below is a diagram explaining our standard product lock-up. It demonstrates positioning and alignment of elements in the product grid. This lock-up can be used in tabloids, brand guides, brochures, flyers, and postcards.

The examples to the right show two use-cases for our product lock-ups.





Product Name:

- Oswald Medium weight
- Size: 9 pt, Leading: 10 pt
- Tracking: -25

Product Description:

- Oswald Light weight
- Size: 7.5 pt, Leading: 8 pt
- Tracking: 0

Extended Inventory Message:

- \cdot Oswald Medium weight
- Size: 7.5 pt, Leading: 8 pt
- Tracking: 0
- Listed last in the bulleted list

Package Quantity:

- Added to product
 name after a comma
- Mimics product name text format

Prop65 Warning:

- Mimics product description
 text format
- Listed last in the product description without a bullet point

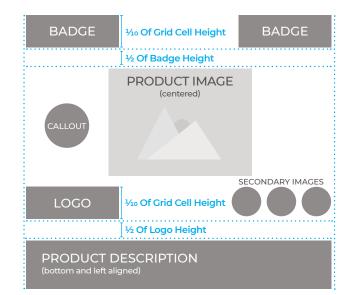
Part Number:

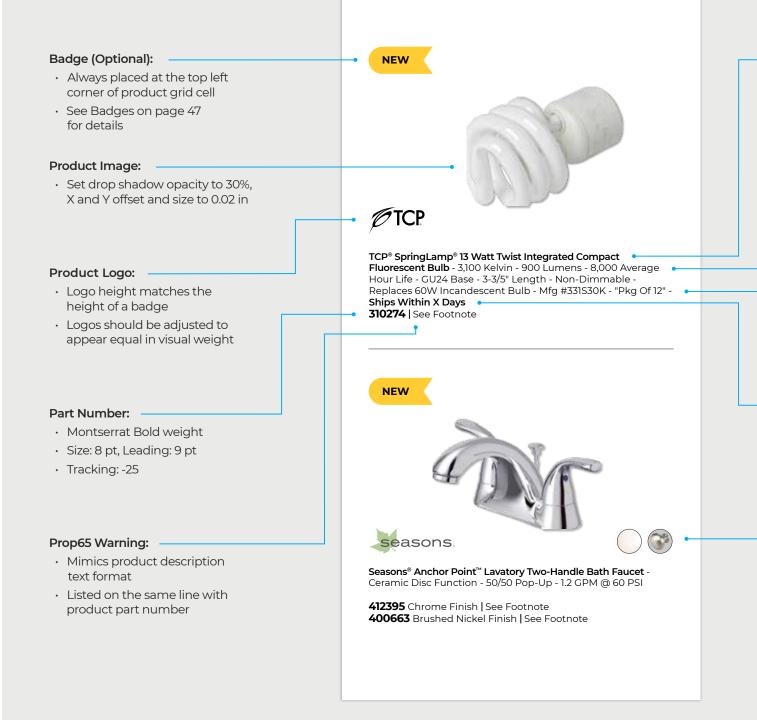
- \cdot Oswald Medium weight
- Size: 9 pt, Leading: 12 pt
- Tracking: -25

STYLE ELEMENTS PRODUCT LOCK-UP: CATALOG

Below is a diagram explaining our standard product lock-up. It demonstrates positioning and alignment of elements in the product grid. This lock-up can be used in catalogs and brand guides.

The examples to the right show two use-cases for our product lock-ups.





Product Name:

- Montserrat Semibold weight
- Size: 7 pt, Leading: 8.3 pt
- Tracking: -25

Product Description:

- Montserrat Regular weight
- Size: 7 pt, Leading: 8.3 pt
- Tracking: 0

Package Quantity:

- Added to product description after a hyphen in quotation marks
- Mimics product name text format

Extended Inventory Message:

- Oswald Medium weight
- Size: 7.5 pt, Leading: 8 pt
- Tracking: 0
- Listed last in the bulleted list

Secondary Images:

- Sized to 90% of the badge and product logo height
- Soft Black fill, 15% tint
- Soft Black 0.25 pt stroke

STYLE ELEMENTS TABLE: TABLOID

For the majority of our assets, this style of table formatting should be followed.

Badge (Optional):

- If all products in the grid are new, use a badge at the top of the table to signify that designation
- If only a few products in the grid are new, use the badge after the part number
- See Badges on page 47 for details

Prop65 Warning Icon:

- Listed after the part number
- Aligned vertically

Part Number:

- Oswald Medium weight
- Tracking: -25

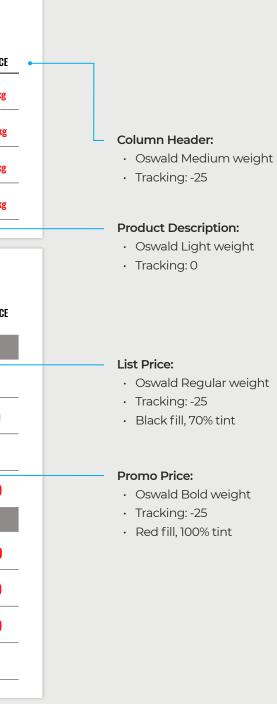
PART #	DESCRIPTION	FIT	REPLACE	SIZE	PACKAGE QTY	LIST PRICE	PROMO PRICE
229760	GE-Roper New Style Drip Bowl	Fits Ranges Manufactured After 1995	Frigidaire Mfg #316048414	6"	6	^{\$} 19.65	\$ 15.20 /pkg
203034	GE-Hotpoint Drip Bowl	GE Model #JDS27GL And #RF725GL	GE Mfg #WB32X107	6"	6	^{\$} 13.55	\$ 10.90 /pkg
229675	Universal Drip Bowl	Whirlpool, Frigidaire, Modern Maid, Magic Chef	Frigidaire Mfg #316048414	6"	6	^{\$} 15.99	\$ 12.80 /pkg
229800	Whirlpool Drip Bowl	Whirlpool Model #JDS27GL And # RF725GL	Frigidaire Mfg #316048414	8"	6	^{\$} 18.99	\$ 14.60 /pkg

SAVE UP TO 20%

SAVE UP TO 20%

NEW

PAF	RT #	MFG #	VOLTAGE	COOLING (btu/hr)	AUXILIARY HEAT (BTU/HR)	HEAT PUMP (BTU/HR)	INDOOR CFM	DEHUMID (PTS/HR)	VENT AIR	EER	COP	AMPS	LIST PRICE	PROMO PRICE
230) VOLT PACHAGED T	ERMINAL AIR CONDI	FIONER - STAN	DARD										
259	1791 NEW	HEC073H35AXXX	230	7,700	12,000	_	310	1.7	65	13	_	20	\$789.00	\$710.99
259	1926 NEW	HECO93H35AXXX	230	9,000	12,000	12,000	310	2.2	65	12	_	20	^{\$} 849.00	\$ 764.99
259	947	HEC123H35AXXX	230	12,000	12,000	12,000	310	3.6	65	11.5	_	20	^{\$859.00}	\$773.00
259	1969 NEW	HEC153H35AXXX	230	14,000	12,000	12,000	360	4.4	65	10.2	_	20	\$ 899.00	\$80 9 .99
230) VOLT PACKAGED T	ERMINAL AIR CONDIT	IONERS - HEAT	T PUMP										
259	1789 NEW	HEH073H35AXXX	230	7,600	12,000	6,800	370	1.7	65	13.3	3.4	20	\$ 899.00	\$809.99
259	1883	HEH093H35AXXX	230	9,000	12,000	8,300	360	2.2	65	12.5	3.3	20	\$ 899.00	\$809.99
259	1988 NEW	HEH123H35AXXX	230	12,000	12,000	11,500	370	3.6	65	12.3	3.1	20	\$929.00	\$836.99
260	1178	HEH153H35AXXX	230	14,700	12,000	13,800	410	4.4	65	12.5	3.3	20	^{\$} 979.00	\$ 881.9 9



STYLE ELEMENTS TABLE: CATALOG	• NEW							
	PART #	LENGTH	INLET	INLE			UTLET TYPE	QTY
This style of table formatting is reserved for catalog use only.	a 403367	12"	3/8"	Comp	ression 7/	8"	Ballcock	1
	b 549857	12"	3/8"	Comp	ression 7/	/8"	Ballcock	10
 Badge (Optional): If all products in the grid are new, use a badge at the top of the table to signify that designation If only a few products in the grid are new, use the badge after the 	t				ţ			
part numberSee Badges on page 47 for details	PART #	LE	NGTH	INLET	INLET TYPE	OUTLET	OUTLET TYPE	QTY
	a 403359	NEW	12"	3/8"	Compression	7/8"	Ballcock	1
 Prop65 Warning Icon: Listed after the part number Aligned vertically 	b 546476		12"	3/8"	Compression	7/8"	Ballcock	10
	C 402401	NEW	16"	3/8"	Compression	7/8"	Ballcock	1
Alpha: • HDS Alphas Regular weight	d 402400	NEW	16"	3/8"	Compression	7/8"	Ballcock	10
 Always placed before the part number and followed by a single space 	e 403360		20"	3/8"	Compression	7/8"	Ballcock	1
Part Number:	f 549858	NEW	20"	3/8"	Compression	7/8"	Ballcock	10
 Montserrat Bold weight Tracking: 0 	Ĵ	NEW						

Column Header:

- Montserrat Bold weight
- Tracking: 0

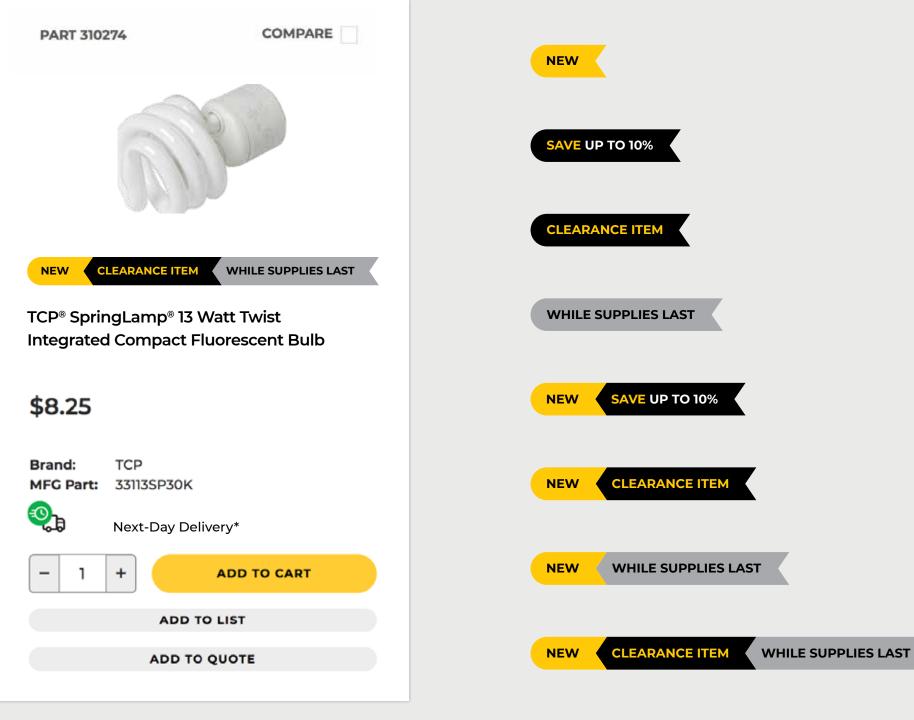
Product Description:

- Montserrat Regular weight
- Tracking: 0

STYLE ELEMENTS BADGES

Usage

- Badges are intended to be used as product flags
- $\cdot\,$ The visual is the same across print and digital
- A maximum of three badges can be used at once



47



These are our frequently used icons.

The design of our icons is modern and friendly. Each icon is designed to ensure readability and clarity even at small sizes.

Appearance:

- In most cases, icons should use primary brand colors
- Grey colors can be used to create a color diversity
- Icons remain flat, as if all one shape
- Stroke weight should be consistent
- Shapes are rounded, or have rounded corners
- Do not apply shadows or lighting
- Provide clearance and significant padding around each icon
- Use the icons on solid color backgrounds
- Use high contrast between the icons and the background
- Do not use patterns or gradient backgrounds



- Your single-source supplier 100,000+ maintenance and
- repair products



Easy Subscriptions[™]



- Free, next-day delivery*
- We deliver nationwide



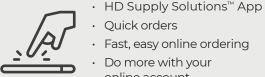
- Help is on the line
- Dedicated help and support at 1.800.431.3000



• Frequently purchased

• •
• —

Account management



- Quick orders • Fast, easy online ordering
- Do more with your online account



Order history & status

• Saved lists









• Industry-leading manufacturers' warranties



- No minimum order
- Order only what you need & reduce inventory costs



• Quotes



• Flexible financing options



Professional training & certification classes



PartsLink[™] Tool

48

COLOR

In color, we show character: the confidence of black and white, and the boldness of yellow.





Our primary palette is composed of the following colors:

- **Black** is the premium color used for body copy text and should only be replaced with white on dark backgrounds.
- **Rich Black** is deeper and more saturated in print than Black. It should be used for backgrounds and headlines.
- **Soft Black** creates a matte finish and appears softer than Black. It can be used for backgrounds, copy text or design elements on assets not intended for print.
- White is the base color. It is used to add composure and deliver premium cues by creating a sense of space and clarity within layouts.
- Yellow is a key color of our visual identity that acts as a unique identifier and adds focus to important moments.

The supporting gradient color palette adds depth and variation. Tints can be used as accents or backgrounds to break up and divide content.





YELLOW	CMYK 0, 21, 100, 0 RGB 255, 201, 7 HEX #FFC907

COLOR ALTERNATE PALETTE

Secondary palette is composed of cool and warm tones and is used to create variety in layouts:

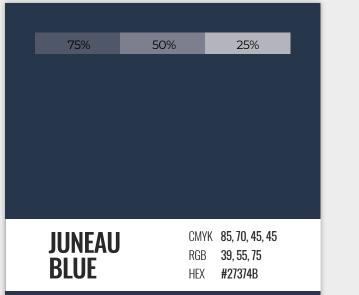
- Juneau Blue
- \cdot Currency Green
- Mica Sand

Tertiary palette:

Carousel Red

Usage Rules:

- Alternate colors' presence should
 never exceed 10% of any application
- Use specified gradient tints to ensure contrast and legibility
- Can be used as backgrounds to break up and divide content
- Can be used to create Smaller Subheadlines, Section Headers, Descriptors/Qualifiers
- Should never be used to create Headlines, Primary Subheadlines, main Body Copy, Callouts, or CTAs
- Tertiary color is only used in print assets for price lock-ups to highlight the promo



75%	50%		25%	
CURREN			0, 30, 45, 5	
GREEN	N		32, 150, 137 849689	
CAROUS	C), 100, 100, 0	
RED	R	GB 2	237, 28, 36	

75%	50%	25%	
MICA Sand	CMY RGB HEX	, ,	

APPENDIX

Sources:

Strategic Insights Survey conducted by HD Supply, Fall 2013.

Primary and Secondary HDS Research, 2016-2018.

Glassdoor job information, Bureau of Labor Statistics Occupational Handbook, Indeed Salary Database, LinkedIn, Salary.com, Top Masters in Hospitality.com, Nursing Home Salary & Benefits report from Hospital & Healthcare Compensation Service, Top Masters in Healthcare.com, Healthcare MRO Customer Shopping

Hospitality MRO/OS&E Shopping Behaviors and Attitudes Survey conducted by HD Supply, June 2018.

Healthcare MRO Customer Shopping Behaviors and Attitudes Survey conducted by HD Supply, June 2018.