

We love to see you sport your HonorHealth pride!

As HonorHealth continues to grow, the recognition of our brand grows, too.

To protect the integrity of our brand, **iCoStore is the approved vendor for HonorHealth branded items and promotional products.** The Marketing Department is the final approver for all logo use.

If you want to order something custom for your department that is not available on HonorHealthSwag.com, the iCoStore team can help you source items and ensure the design adheres to our brand guidelines. There could be up to a \$65 art design charge for all custom items.

All apparel that is produced to be worn at work must adhere to HonorHealth brand guidelines. This includes properly using the HonorHealth logo, brand colors, fonts, graphics and messages.

HonorHealth Brand Guidelines can be found on [HonorHub](#).

Important Apparel Guidelines to Note

- **Front of shirt:** Custom department apparel will have the HonorHealth logo plus your choice of department name or facility name spelled out underneath on the chest pocket area of the shirt. This is called a logo lock-up.
- **Logo Use: slide 9.** Only approved logo placement and naming conventions may be used.
- **Color Palette: slide 10.** Palette colors should be used as part of the artwork/design. White, purple, black or grey are ideal for t-shirt base colors.
- **Brand Fonts: slide 11.** Avenir, Akrobat, Arial are our approved brand fonts.
- **Graphics:** All graphics should represent healthcare or department-specific roles. No political, religious or other imagery that could be considered sensitive or offensive should be used.

Custom Order Procedure and Expectations

1. When placing a special order request, please use the jotform on the previous page to begin the process.
2. Your initial request should include as much detail as possible:
 - Desired product
 - Quantity needed
 - Budget range
 - Ideal delivery date and address
 - Text/graphic design ideas and any other supporting art files to share
3. iCoStore will respond with a variety of product options for you to select. Once you select from the options provided and have a general idea of the artwork needed, you will receive a price quote. This quote will include a standard art design fee for custom work.
4. HonorHealth Marketing must approve all items using the HonorHealth logo and any items intended for wear inside HonorHealth facilities. All items must meet brand standards. iCoStore will alert Marketing for all brand approvals.
5. Once the quote and visual mockup(s) are fully approved and if you are ordering through a cost center, you must provide the full cost center. Your order is contingent upon leader

approval. If you are paying by credit card, you will need to contact iCoStore with your credit card payment. Please do NOT email your credit card payment for security protection.

6. Once the cost center or credit card is received, the first day of production documented on your quote will begin. Any delays in providing the cost center or credit card will be added to the production time.
7. You will receive an Order Confirmation to confirm that your order has been received and is now in process.

iCoStore Contact Information

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