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WELCOME

ABOUT

Our visual identity captures the spirit of who we are and our brand image expresses the essence of the company.

This document is an essential tool and will accompany you through most of your communication projects, and will hence contribute to reinforce MANE's team spirit and family belonging.

This guidebook was made to inspire and assist all those who in any way use the MANE brand.

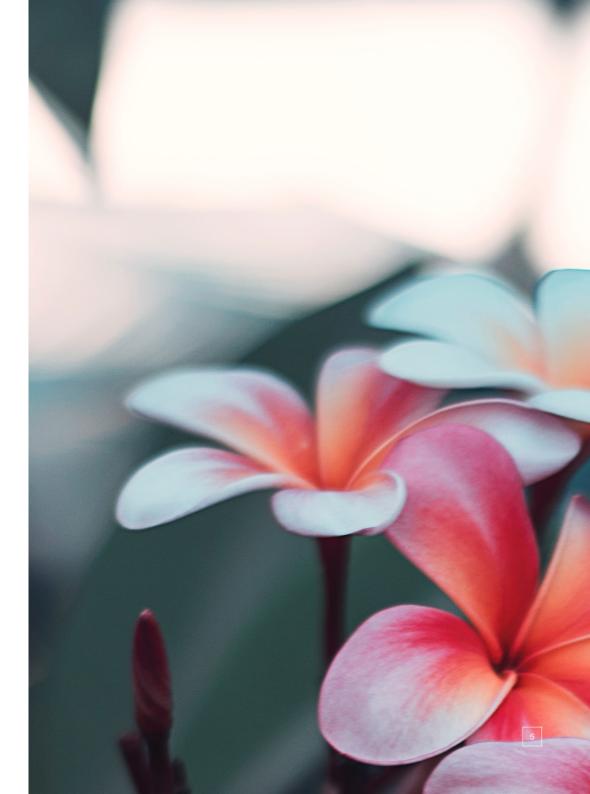
If you have any questions about this guide or need templates or assets not included in this book, please send us a note to news@mane.com



OUR MISSION

In a world that is constantly evolving, olfactive and gustative preferences are difficult to grasp. MANE has a unique ability to capture not only what people like, but also what moves them on a profound level... Whether it be a fleeting trend or timeless desire.

Our challenge is to ensure the perpetuation of our company's business model and to educate the fifth generation of the Mane Family who is joining the Company to embrace and improve this vision with enthusiasm and convincing passion.



OUR VISION

Our **constant quest for perfection** defines every step of our production processes, ensuring that only the most performant, reliable technologies are used to translate our creations into flawless products. Through our unique, holistic approach, we **build synergy** between our authentic processes, multi-faceted expertise and breakthrough innovation, in order **to offer the best solutions** to our customers.

Success cannot only be defined by technological expertise.

As sensation enthusiasts, we strive to provide exceptional moments in people's daily lives through the timeless flavours and fragrances we create.

With our passion, creativity and innovation, "We capture what moves".



FUNDAMENTALS

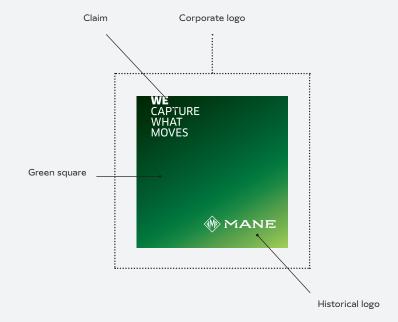
Essential

The MANE Corporate logo is unique and therefore its design cannot be altered.

LAYOUT

MANE brandblock includes 3 elements:

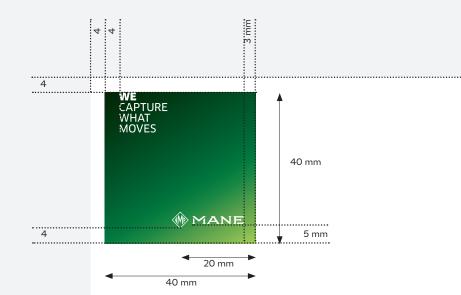
- the MANE historical logo: VMF diamond + MANE in original typeface
- the claim "We capture what moves"
- the green square with the fading effect.



Spacing and Sizes

To ensure that MANE image is recognised and remembered, a minimum reproduction size and clearspace must be respected.

- The Corporate logo must never be printed in a size smaller than 35 mm.
- The clearspace is created by leaving 10% minimum of the size of the corporate logo.
- When printing in a size smaller than 35mm, the historical logo has to be used.



To avoid

It is vital that the appearance of the logo remains consistent. The logo should not be misinterpreted, modified or cropped. The logo must never be redrawn, adjusted or modified in any way. You cannot add to it or skew it.

The logo can never be used on other background colours other then those displayed in this guide.



Colour scheme

Do not use other colours.



Disproportionately scaled

The MANE logo should never be stretched disproportionately



Cropping

The MANE logo should never be cropped.



Unusual angle

Do not use the MANE logo other than horizontally positioned on the page.



Drop shadow

Do not use drop shadows when reproducing the MANE logo.



Tints, shades and Transparency

Do not use tints, shades or tranparency when reproducing the MANE logo.

Colours

CMYK VERSION

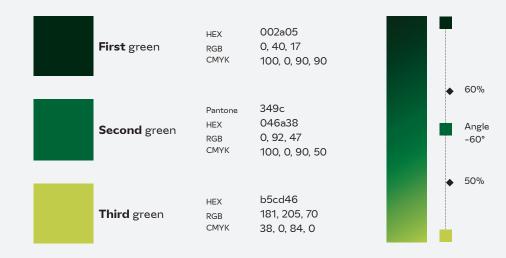
Our colours are an important factor of our identity.

- The fading effect is obtained by the mix of 3 greens.
- The MANE green is a mix of these 3 greens: P349c

MONOCHROME VERSION

The corporate logo is available in 4 versions for 1 colour printing.













Green version

Pantone 349c HEX = 046a38 RGB = 0, 92, 47 CMYK = 100, 0, 90, 50 Pantone Cool Grey 8C

Grey version

HEX = 888b8d RGB = 136, 139, 141 CMYK = 23, 16, 13, 46 Negative Grey version

Pantone Cool Grey 8C HEX = 888b8d RGB = 136, 139, 141 CMYK = 23, 16, 13, 46 White version

HISTORICAL LOGOS

Essential

The MANE historical logo is unique and therefore its design cannot be altered.

LAYOUT

VMF in diamond + MANE in original typeface

MEANING

The historical diamond is a true "seal". With 150 years of experience, the MANE company claims its seniority; the seal is a representative sign of MANE's history and of its quality.

Thanks to a subtle typographic effect in the MANE name, the "V" and the "F" appear in double reading with reference to the historical diamond.





HISTORICAL LOGOS

Spacing, sizes and colours

When it is impossible to use the corporate logo, please use the historical logo. The letters and logo should be in the MANE green, MANE grey, black, or white.

The clearspace is obtained by leaving a space equal to the "M" height all around the VMF diamond.



Green version

Pantone 349c HEX = 003c18 RGB = 0, 60, 24 CMYK = 100, 0, 90, 80



Grey version

Pantone Cool Grey 8C HEX = 888b8d RGB = 136, 139, 141 CMYK = 23, 16, 13, 46







White version





SLOGAN

Written in white, the new catchphrase "WE CAPTURE WHAT MOVES", has been placed in the top left corner, on the upper edge of the square. This proximity between the square and the outside connotes exchange.

In white and in capital, this English slogan is universal to MANE. **It represents all divisions and activities of the Group.**

The "WE" is written in bold to indicate that we are a united group, a team, and that we are ready to speak.

"Capture" stands for the dynamism of the company and its capacity to seize the intangible.

"What moves" plays on two fronts: what moves, linked to movement, as we are modern, contemporary, in the "air du temps"; as well as what moves, what touches the soul, since we are faithful to our determination to place emotions first.

Important notice

Please write MANE in capital letters whenever you mention the Group in your internal and external documents.



Publishing typefaces

NEUTRAFACE

The Neutraface is the leading publishing typeface for MANE signature, stationery and publications.

Although better known for his residential buildings, Richard Neutra's commercial projects nevertheless resonate the same holistic ecology—unity with the surrounding landscape and uncompromising functionalism. His attention to detail even extended to the selection of signage for his buildings. It is no wonder that Neutra specified lettering that was open and unobtrusive, the same characteristics which typified his progressive architecture. House Industries brings the same linear geometry to Neutraface without sacrificing an unmistakably warm and human feel.

EXEMPLE

Life is like riding a bicycle. In order to keep your balance, you must keep moving

Albert Einstein

Light

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;;?!\$&*

Light italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,...?!!\$&*

Book

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,;;:?!\$&*)

Book italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;;?!\$&*)

Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,.;:?!\$&*)

Bold italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,.;:?!\$&*)

Publishing typefaces

CENTURY GOTHIC

The secondary typeface is available for diversity and lisibility purpose (mainly for body text).

A spacious, modern version of a classic mid 20th century font, the Century Gothic® design embodies the digital age with its sleek sans serif style, but still retains the graceful geometric look common to early 20th-century typefaces. It is supported by all major browsers on the web and is therefore considered a "safe" font to use for web design as it will translate well across multiple platforms.

EXEMPLE

Feeling gratitude and not expressing it is like **wrapping a present** and not giving it.

William Arthur Ward

Regular

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;;?!\$&*

Italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,...;?!\$&*)

Bold

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,.;:?!\$&*)

Bold italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,.;:?!\$&*)

Publishing typefaces

1871

This third typeface completes the collection of other authorised fonts which are Neutraface, Century Gothic.

1871 is a complete and versatile family. It allows a clear visual hierarchy, with defined styles for use in headline, and for long text, allowing to maintain coherence across media, making content and information more readable and understandable.

To bring modernity and originality to the supports of the Group, MANE entrusted Cédric Borderie, a Parisian Type Designer with the creation of a new typeface inspired by MANE image.

EXEMPLE

Our **greatest glory** is not in never falling, but in rising every time we fall.

Confucius

Thin

ABCDEFGHIJKLMNOPQRS
TUVWXYZ
abcdefghijklmnopqrstu
vwxyz
1234567890(--21\$8*

Light

ABCDEFGHIJKLMNO
PQRSTUVWXYZ
abcdefghijklmnopqrstu
vwxyz
1234567890(...:?!\$&*)

Regular

ABCDEFGHIJKLMNO PQRSTUVWXYZ abcdefghijklmnopqrstu vwxyz 1234567890(,,;;?!\$&*)

Medium

ABCDEFGHIJKLMNO PQRSTUVWXYZ abcdefghijklmnopqrstu vwxyz 1234567890(,,;;?!\$&*)

Display

ABCDEFGHIJKLMNO PQRSTUVWXYZ abcdefghijklmnopqrstu vwxyz 1234567890(,,;;?!\$&*) Extra light

ABCDEFGHIJKLMNOPQRS TUVWXYZ abcdefghijklmnopqrstu vwxyz 1234567890(..;;?!\$&*)

Light italic

ABCDEFGHIJKLMNOPQRS TUVWXYZ abcdefghijklmnopqrstu vwxyz 1234567890(..;:?!\$&*)

Italic

ABCDEFGHIJKLMNOPQRS TUVWXYZ abcdefghijklmnopqrstu vwxyz 1234567890(..;:?!\$&*

Bold

ABCDEFGHIJKLMNO
PQRSTUVWXYZ
abcdefghijklmnopqrstu
vwxyz
1234567890(..;:?!\$&*)

Office and bureautic typefaces

ARIAL (DEFAULT TYPEFACE)

The Arial® typeface is one of the most widely used designs of the last 30 years. Drawn in 1982 by Monotype Imaging designers Robin Nicholas and Patricia Saunders for use in an early IBM® laser printer, Arial has become a staple for textual content.

HELVETICA

The Helvetica® typeface is one of the most famous and popular in the world. It's been used for every typographic project imaginable, not just because it is on virtually every computer. Helvetica is ubiquitous because it works so well.

VERDANA

The Verdana[™] Family of fonts was created specifically to address the challenges of on-screen display. Designed by world renowned type designer Matthew Carter, and hand-hinted by leading hinting expert, Tom Rickner.

TAHOMA

Tahoma[™] Family is one of Microsoft's most popular sans serif typeface families. The original Tahoma[™] Family consisted of two Windows TrueType fonts (regular and bold), and was created to address the challenges of on-screen display.

CENTURY GOTHIC (FOR BODY TEXT ONLY)

A spacious, modern version of a classic mid-century font, the Century Gothic® design embodies the digital age with its sleek sans serif style, but still retains the graceful geometric look common to early 20th-century typefaces.

CALIBRI

Calibri is a modern sans serif family with subtle roundings on stems and corners. It features real italics, small caps, and multiple numeral sets. Its proportions allow high impact in tightly set lines of big and small text alike. Calibri's many curves and the new rasteriser team up in bigger sizes to reveal a warm and soft character.

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(..::?!\$&*

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopgrstuvwxyz

1234567890(,,;:?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;;?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;:?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;;?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;;?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(..::?!\$&*

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,..:?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,,;:?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,.;:?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(,.;;?!\$&

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890(..::?!\$&

ICONOGRAPHY

GENERAL GUIDELINES

MANE TEAMS

Different portraits of our General Management and perfumers were taken by professional photographers.

Mainly used for corporate presentations, these portraits are intended to represent The MANE Group in institutional communication campaigns.

MANE SITES

Several photographs shot by professionals of Notre-Dame / La Sarrée plants as well as some of our subsidiaries worldwide.

MANE SOURCING

Some of our iconic natural raw materials (such as Vanilla, Geranium, Timur pepper, Centifolia Rose)... were immortalised by photographers

NON-EXCLUSIVE MANE PICTURES

A collection of 100.000 pictures was purchased from image banks.

These pictures are non-exclusive but are royalty-free. MANE can use them for internal & external purposes but these pictures cannot be shared with customers.

For editorial use, photo credits must be mentioned. The Corporate Communication Team provides photo credits on request.

All photos are in high definition (minimum 300 DPI) & have been retouched to ensure harmonious colour balance and framing.



CORPORATE LEVEL ICONOGRAPHY

This part of the iconography illustrates the diversity of our work environment at a corporate level: our industrial and production sites, our teams and people, our key values. These pictures were initially meant to illustrate our corporate statement, but they can also highlight and support marketing presentations.

HEADQARTERS SHOOTINGS

- Pictures display MANE's working environment: headquarters, offices, R&D centres, production sites, raw materials, specific devices and tools...
- All photos have been retouched to ensure harmonious colour balance and framing.
- Reframing, cropping and zooming (limited to 200 %) are allowed.
- Colours cannot be changed, excepted by professional hands, and a Corporate Communication validation is requested
- These pictures can be used for printing and electronic purposes.



CORPORATE LEVEL ICONOGRAPHY

CORPORATE KEY VISUALS

- A collection of composite images is available. They have been conceived by the juxtaposition of image bank pictures and our exclusive photos in order to showcase our corporate key values (inspiration, heritage, experience, innovation, respect...)
- This juxtaposition was meant to illustrate MANE's twofold linked to the real world of industry and chemistry, as well as in the emotions and sensations universe.
- It is especially recommanded not to change the format, the colour nor the framing of these images, as these compositions are artistic creations.



OPERATIONAL LEVEL ICONOGRAPHY

- A collection of 100.000 pictures was purchased from image banks.
- These pictures can be used in commercial and marketing presentations. They can also add a special touch to corporate presentations level.
- The collection is organised by themes (shuch as Gastronomy, Natural, People...).
- It is encouraged to crop into these images in order to highlight textures and use the appropriate framing.

These pictures are non-exclusive but are royalty-free. MANE can use them for internal & external purposes but these pictures cannot be shared with customers.



PHOTO SHOOTING

Under MANE's corporate guidelines, photos and videos must be taken or filmed in accordance with the following instructions:

- avoid shots where individuals are recognisable; focus on details and movement
- focus on close-ups of the facilities
- ensure the framing is perfectly horizontal or vertical (avoid crooked shots)
- limit the use of stylistic effects such as "fisheye" and other filters
- limit the use of wide angles in the workshops (three photos of parts of a facility are better than one distorted photo of the whole facility).
- use viewpoints
- zoomed-in shots must be clear
- avoid shots that are out of focus; use bokeh
- the equipment/premises filmed must have been cleaned first
- pay attention to detail, especially dirt or spills on equipment or overalls
- workstations must also have been cleaned before filming (no personal belongings should be visible)
- those people photographed must be wearing overalls with the MANE logo where applicable
- jewellery/watches are not allowed in most of the workshops, so make sure you do not film/photograph them



VIDEO SHOOTING

For videos, the recommendations are the same as for photos. However, we can add a few details:

- be careful with tracking shots (they should be smooth, not jerky)
- be careful with sound recording where necessary
- be careful with voice-overs where necessary
- limit animations in the montage (halo, fade, etc.)
- use official MANE fonts for the text
- where applicable, use the official MANE soundtrack
- include the MANE corporate logo at the beginning and end of the film



STATIONERY

BUSINESS CARDS

The expected size for this model card corresponds to the European standard (85×55mm).

If you need another format, please contact the Corporate Communication Team.

STANDARD VERSION

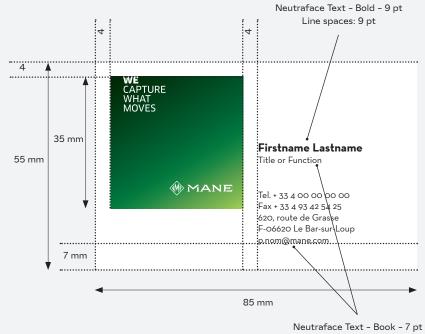
Back is blank.

VARIATION

Print on both sides, with 2 different languages.

Important notice

For more specific cases / countries, please contact the Corporate Communication Team



Line spaces: 8,4 pt

LETTERHEAD

LAYOUT

- Logo
- Address
- Legal information
- Certifications

PRINTED VERSION

The Corporate Communication Team can adapt the press proof of the letterhead according to subsidiaries' needs.

TO PRINT ON LETTERHEAD

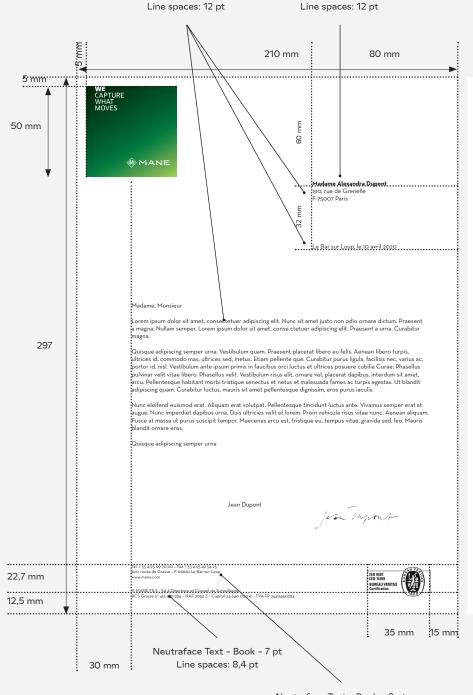
A Word template is available to ensure the ideal position of texts.

ELECTRONIC LETTERHEAD

A Word template including all elements displayed on the letterhead is available. The layout is common to the original letterhead. The font (Arial 10 points) and the position of the text blocks have to stay unchanged.

Important notice

For more specific cases / countries, please contact the Corporate Communication Team



Neutraface Text - Book - 10 pt

Neutraface Text - Bold - 10 pt

WE CAPTURE WHAT MOVES

I orem ins

a magna. I magna.

Quisque a

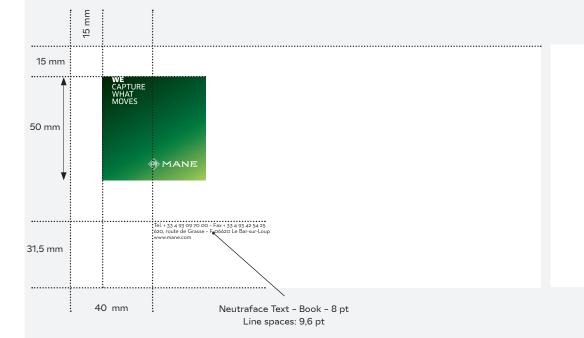
augue. Nu

Fusce at r

ENVELOPE

LAYOUT

- Logo
- Phone numbers
- Address
- Website



OTHERS CARDS

SLIP CARDS - LAYOUT

- 210x100mm
- Logo
- Phone numbers
- Address
- Website

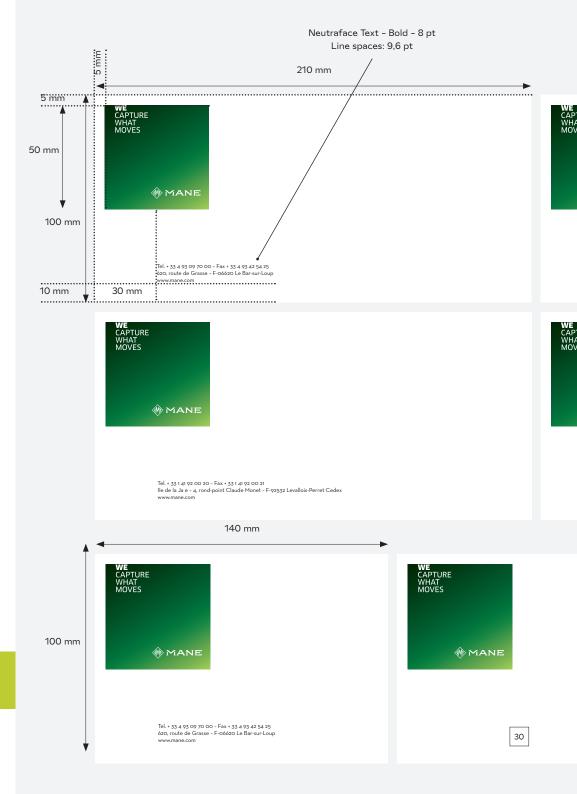
COMPLIMENTS CARD - LAYOUT

140x100mm

- Logo
- Phone numbers
- Address

Important notice

For more specific cases / countries, please contact the Corporate Communication Team



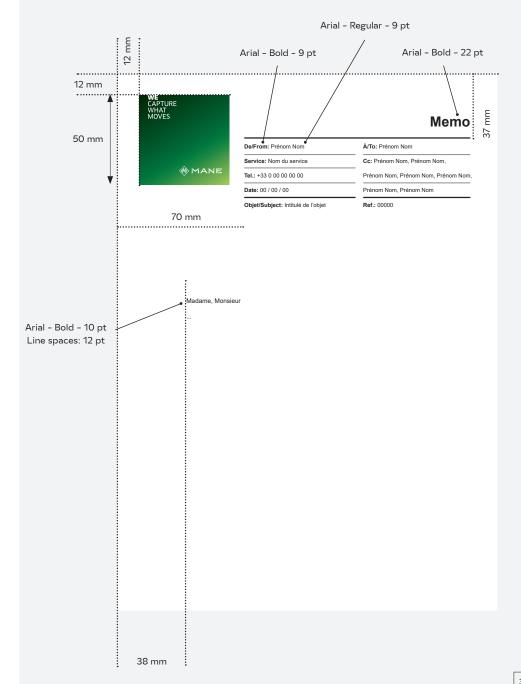
OFFICE TEMPLATES

Memo

FEATURES

- Rapid reading of essential information
- Automatic pagination
- Bilingual document
- Intended for commercial use and for internal communications

Layout and font style have to stay unchanged. For a good understanding, it is important to fill in all the fields.



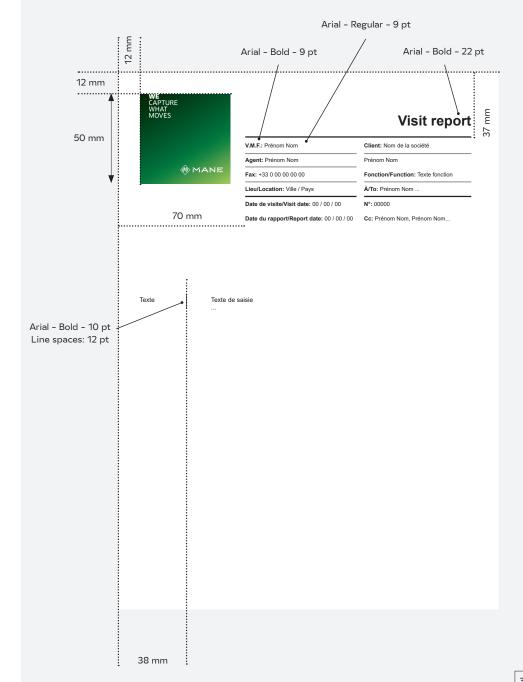
OFFICE TEMPLATES

Visit report

FEATURES

- Rapid reading of essential information
- Automatic pagination
- Bilingual document
- Intended for sales department communications

Layout and font style have to stay unchanged. For a good understanding, it is important to fill in all the fields.



OFFICE TEMPLATES

Press Release

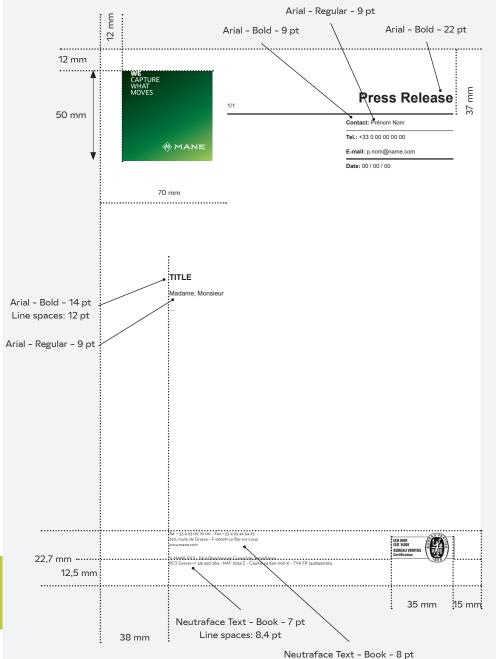
FEATURES

- Rapid reading of essential information
- A clear contact box
- Official MANE image

Layout and font style have to stay unchanged. For a good understanding, it is important to fill in all the fields.

Important notice

All press releases have to be submitted to the Corporate Communication Team & validated by General Management.



PowerPoint

A unique model was created to reinforce the **global image** of the MANE Group, following MANE's growth and market evolutions.

The **Powerpoint template** is a **major communication** and image tool for **MANE**.

The official guidelines and an animated tutorial are available to help you better understand the use of the tool.

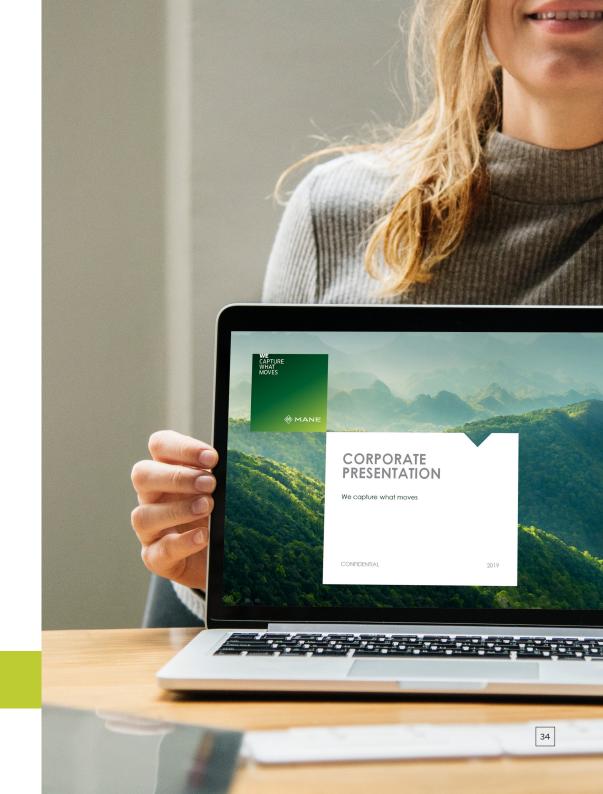
All presentations have to use the PowerPoint template.

LAYOUT

- A cover page
- A content page
- Different pages for inner pages
- A Contact us page

Important notice

Slidemaster has to stay unchanged



Website

www.mane.com is the official English website of the MANE Group.

With a clean, uncluttered design, improved **functionality** and enhanced **rich content**, the MANE website include some features to improve the interactive experience.

With this website, we are taking the opportunity to strengthen and modernise how we represent and promote our products and solutions to our customers.

This website is structured around 5 main headings: **Our Group, Flavours, Fragrances, Ingredients, Innovation, Sustainability, and Media.**

The Media tab is regularly updated with the latest product innovations, events and awards. Plus some special features.

Important notice

To continue updating the Media tab, the Corporate communication Team needs to be informed of what is going on in your country.

Feel free to share with us your good news, radio interviews, awards, openings,



E-mail signature

The email signature is as important as any other part of our corporate identity. Having a consistent, simple, clean signature with the corporate logo that reflects the identity of the company is the right approach to increase the positive perception of the company.

The signature to insert in e-mails addressed to people outside the company has to be identical to the model on your right.

When creating your signature, please make sure that you are using the correct font & position of logo and text blocks.

Internally, please use an internal signature without logo.



Newsletter

A powerpoint template with 5 different pages is at your disposal.

A newsletter cannot exceed 4 pages. The cover page is compulsory.

A Guide to use the newsletter template is available.

LAYOUT

Upper banner composed with:

- MANE corporate logo
- A strong and lasting visual inherent to the theme of your newsletters
- A pertinent title

Text boxes composed with:

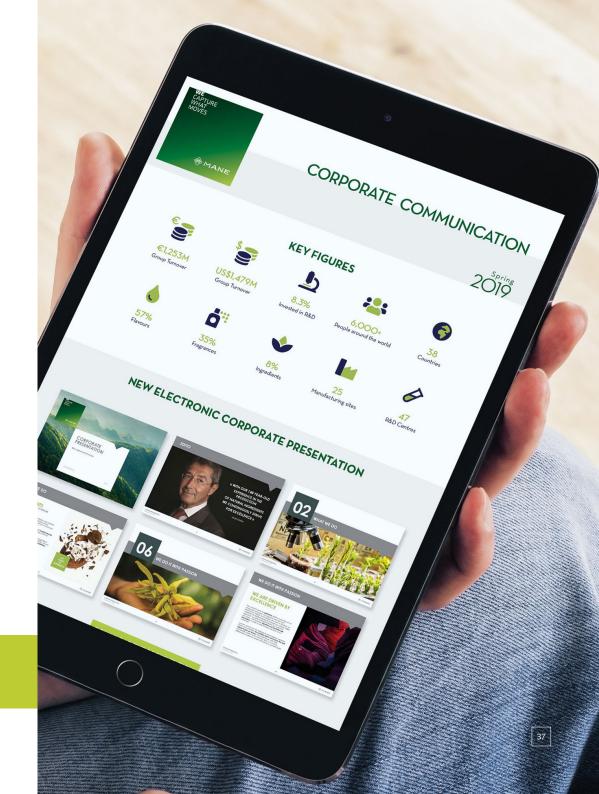
- Title
- Text
- Pictures

Lower banner composed with:

- Date
- MANE historical logo
- Paging

Important notice

All press releases have to be submitted to the Corporate Communication Team & validated by General Management.



EXHIBITION

When MANE participates to a tradeshow, it is important that the booth is clearly and logically structured, and that the design reflects the corporate identity.

To lead to a homogeneous corporate booth design, the following stand features should be taken into account:

- consistent display of the company logo
- use of MANE visuals, corpoarate adverts
- use of the corporate logo, colours and fonts
- consistent design of the information materials available on the stand (catalogues, brochures, graphics)
- coherent, specific, and business oriented layout of the stand

The Corporate Communication Team remains at your disposal in order to find the best design for your booth.

Important notice

This kind of project has to be approved by the Corporate Communication Team and General Management before production, therefore set aside enough time to avoid last minute required changes.



