

Hexion Corporate Identity Standards

January 2015



Hexion Corporate Identity Standards

4.1

To quickly navigate through the PDF file, click on any section in the bookmark list.

Section One: Introduction

Letter from Our Chairman 1.1

Section Two: Brand Overview

In Progress

Section Three:

Logo Identity

- 3.1 Corporate Logo
- Logo Configurations -Signature Entities
- Trademark Usage 3.3
- Logo Isolation Area 3.4
- 3.5 Logo Sizes
- 3.6 Corporate Logo Color Requirements
- Logo Applications -Acceptable
- Logo Applications -Unacceptable
- Background Textures, Colors and Images
- 3.10 Corporate Typography

Section Four:

Stationery Applications

- **Business Cards** 4.3 Letterhead/Envelopes
- 4.5 Letter Content Specifications
- Correspondence Forms -4.7 Signature Blocks

Section Five:

Signage, Apparel and **Support Applications**

- **Identity Badges**
- Identity Apparel 5.2
- Vehicle Graphics
- Signage

Section Six:

Design System for Collateral Foundation Design Components

- Introduction
- Alignment Grid
- Tile Grid 6.3
- White Space
- Typography
- Color Palette

Support Design Components

- Tile Blocks and Feature Blocks
- 6.8 Pinwheel Mark
- The Pinwheel Mark Cropping
- 6.10 Pinwheel Wirelines
- 6.11 Photography

Marketing Collateral

- 6.12 Tier 1 Examples
- 6.13 Tier 2 Examples
- 6.14 Tier 3 Examples
- 6.15 Additional Applications
- 6.16 Web Banners

Communicating the Hexion Brand

Dear Hexion Associate:

Building awareness of the Hexion name and our unique value proposition in the marketplace takes discipline. It's critical that all of us present our company in the most positive and consistent way possible.

To this end, we have developed the following Corporate Identity Standards. These are very stringent guidelines for how we use the Hexion name and logo in the marketplace.

It has been our intention to address the vast majority of situations in which the Hexion logo will be used. By following the practical instructions in this guide, you will be doing your part to help us build awareness for our brand.

The accompanying guidelines and standards will be published on the Hexion Intranet and should be used, effective immediately. Please contact the Marketing Communications department if you need additional information or guidance. If you would like printed copies for your location, please e-mail Marketing Communications with your request.

Best.

Craig O. Morrison

Chairman and Chief Executive Officer

Corporate Logo

As the Hexion logo is new to the marketplace, it requires a consistent and controlled application to all of our products and services. The logo, for our reference, will be known as the Corporate Logo. Its primary purpose is for use on stationery, marketing/corporate collateral, signage and sales promotional items.

The Corporate Logo is the primary visual identity device which conveys the ownership of, and responsibility for, all Hexion properties, functions, products, services and personnel. The correct usage of this logo helps to promote and reinforce brand identity while at the same time build brand equity.

The Hexion Corporate Logo is *always* used alone. It is never combined with any descriptive identifiers. The Corporate Logo may not be altered or modified in any way.

Logo Mark

A stylized and custom-designed "X" symbol creates a strong and memorable focal point next to the custom Logo Type used to represent the name "Hexion". The letters and spacing of the Logo Type have been uniquely crafted, along with the position and proportion to the "X" symbol. The elements of this Logo Mark, or their relative proportion must not be altered. The "X" symbol must never be used separately from, or in place of, the entire Logo Mark.

For questions or concerns contact the Hexion Marketing Communications Department.

NOTE: Exceptions to this Logo Mark must be approved by the Hexion Marketing Communications Department.

Hexion Corporate Logo



Logo Configurations - Signature Entities

The Signature Entity configuration serves as the primary identification for Corporate and all Division/
Business Unit locations. Variations are created by combining the Hexion Corporate Logo and Corporate Entity, with the appropriate complete legal name of the Division/Business Unit, including the local mailing address.

The configuration is used primarily in the "legal sign-off" of various business collateral and marketing/advertising materials.

Acceptable Applications:

- Corporate Advertising
- Corporate Marketing/Collateral
- Divisions/Business Unit Sales
 Collateral

The Signature Entity may only be used in this configuration of font style, size and color. The Signature Entity may not be altered or modified in any way.

For questions or concerns contact the Hexion Marketing Communications Department.

Hexion Corporate Signature Entity



Hexion Divisional/Business Unit Signature Entity



Hexion Divisional/Business Unit Signature Entity (International)



Trademark Usage

Logo Trademark Usage

The Hexion logo is protected by trademark law in the countries in which we operate. This provides Hexion with protection against others who might use a similar name or mark in our marketplace to gain entry. By law, Hexion has the right to actively pursue those who would intend to do so and views infringement or dilution of the mark, by commercial entities, as legally actionable.

We have created this logo to show a strong, visually distinctive mark that is easily protected.

Please keep in mind that these usage standards are in place to ensure that the Hexion Corporate Logo remains a strong and identifiable mark. Only by consistent use of the logo do we continue to strengthen our right to

this mark. Any dilution of the mark (see "unacceptable configurations" on pages 3.8 and 3.9) may weaken our right to such protection.

The Trademark "TM" Symbol

For most logo applications, Hexion uses the "TM" symbol to indicate our right to this mark; however, on applications where a "TM" becomes obtrusive because of logo enlargement, or too small because of reduction, options exist (see "Logo Sizes" page 3.5).

- The Signature Entity is always required on the back of printed literature as part of the "legal sign-off."
- The "TM" must appear on all print materials.

■ The "TM" is not used on electronic presentations or on specialty items such as clothing, pens, pencils, etc., or on large materials such as banners, signage, etc., where the symbol becomes obtrusive.

Trademark Usage with Body Copy

The Hexion Corporate Logo may never be used within body copy situations. When used in text, the Hexion name should appear in the same font and size as the surrounding body copy.

Within collateral, advertising and other related marketing communications, the *first* mention of Hexion Inc. must be trademarked "TM". For all remaining Hexion references within the same document, the "TM" is not used. Do not use the "TM" in title or headline situations.

For questions or concerns contact the Hexion Marketing Communications Department.

Hexion Corporate Logo with "TM"



Logo - Isolation Area

An Isolation Area around the Hexion Corporate Logo has been established to ensure ease of legibility for all applications.

No other elements including typography, other logos, graphics or photos may intrude upon this Isolation Area. For questions or concerns contact the Hexion Marketing Communications Department.

Hexion Corporate Logo





THE dotted "frame" represents the Isolation Area

Hexion Corporate Signature Entity



Hexion Inc.180 East Broad Street

Columbus, OH 43215

THE dotted "frame" represents the Isolation Area

Logo Sizes

Size Usages

The Hexion Corporate Logo has been designed to be reduced or enlarged (within set limits) to accommodate different application needs.

All Hexion printed collateral and marketing materials require one or more of the Hexion Corporate Logo configurations. To determine the appropriate choice, see Logo Configurations on pages 3.2.

Size is always determined by the width of the Hexion logo (excluding "TM").

Small format applications:

For specialty items such as clothing, pens, golf balls, electronics, etc., the Hexion Corporate Logo without a "TM" is preferred.

Large format applications:

For oversized posters, banners, vehicles, signage and trade show displays, etc., the "TM" should be removed.

For questions or concerns contact the Hexion Marketing Communications Department.

Hexion Corporate Logo Minimum size with "TM"



Hexion Signature Entity Configurations



Hexion Inc.

180 East Broad Street Columbus, OH 43215

Hexion Corporate Logo Minimum size without "TM"



NOTE: There is no maximum size limitation, however; when using the "TM" version beyond 2" in width, the "TM" should be reduced to remain unobtrusive and in the same position.



Hexion Inc.

Oilfield Technology Group 15366 Park Row Houston, TX 77084

Corporate Logo Color Requirements

The Hexion Corporate Logo has been designed to accommodate certain print reproduction limitations. In all cases, the logos must use the established Hexion Corporate Color Palette.

The preferred color choice has been designated as "standard." Whenever possible, the "standard" color scheme should be used on a bright white background.

- When four-color printing is not available, Black is the acceptable one-color option.
- In situations where a dark background is dictated, legibility becomes the key concern and the entire logo should be reversed out in White.
- On light backgrounds, other than White, the Hexion logo should print in one-color, Black.

Hexion Corporate Color Palette





NOTE: When matching PANTONE® swatches in 4/C process, be aware that this is a color-critical application. The formulas given in this guide may differ slightly from your printer's output. Please manage the 4/C match so it is color correct.

Black







CMYK: 100/97/3/3 HEX: #000F9F RGB: 0/15/159 PANTONE Blue 072

CMYK: 68/34/0/0
HEX: #3B8EDE
RGB: 75/146/219
PANTONE 279

CMYK: 23/0/100/17 HEX: #B9BF15 RGB: 168/180/0 PANTONE 583

CMYK: 49/0/100/39 HEX: #799C4B RGB: 105/146/58 PANTONE 576

Hexion Corporate Logo Four-color process "standard"



One-color option



Reverse option



Logo Applications – Acceptable

The Corporate Logo must follow the examples below for correct usage. The color options must follow the below examples and may not be altered. Refer to "Corporate Logo Color Requirements" on page 3.6 for acceptable color usage.

For questions or concerns contact the Hexion Marketing Communications Department.

Hexion Corporate Logo Four-color process "standard"



Hexion Corporate Signature Entity Four-color "standard"



One-color option



180 East Broad Street Columbus, OH 43215

Reverse option

Reverse option



One-color option



Hexion Inc.

180 East Broad Street Columbus, OH 43215

Reverse option





Logo Applications – Unacceptable

The Hexion Corporate Logo may never be altered beyond its acceptable usage requirements; see page 3.7. Below are some examples of unacceptable distortions and colorations.

For questions or concerns contact the Hexion Marketing Communications Department.





























Lorem ipsum dolo sit amet, consectetuer adipiscing **X HEX ON**. Vestibulum

Background Textures, Colors and Images

The preferred background for the Hexion Corporate Logo is white. In situations where the logo must be placed on a graphic background or photographic image, there must be sufficient contrast between the logo and the background to ensure legibility and impact.

The background must not be visually "busy" in the area around the logo.

For questions or concerns contact the Hexion Marketing Communications Department.

Acceptable









Unacceptable









Corporate Typography

Hexion has defined Adobe® Helvetica Neue OpenType™ font as its typeface for design applications. Consistent use is key in creating the Hexion visual architecture and building brand equity for Hexion.

Applications:

- In cases where Helvetica Neue is not available, such as PowerPoint® and Microsoft® Word documents, Arial or Helvetica may be used as substitute typefaces.
- Flush left alignment is preferred for text.
- Bullets reside within the text column.
- Make certain typography is legible (especially when combined with other design components).

For questions or concerns, contact the Hexion Marketing Communications Department.

Adobe Helvetica Neue LT Std/Pro

45 Helvetica Neue Light

46 Helvetica Neue Light Italic

55 Helvetica Neue Roman

56 Helvetica Neue Roman Italic

65 Helvetica Neue Medium

66 Helvetica Neue Medium Italic

75 Helvetica Neue Bold

76 Helvetica Neue Bold Italic

85 Helvetica Neue Heavy

85 Helvetica Neue Heavy Italic

95 Helvetica Neue Black

95 Helvetica Neue Black Italic

Business Cards – Americas

Business cards are one of the most prominent pieces of our Corporate Identity Standards. They not only tell people who you are, the role you play and how they can reach you, but they communicate a first impression of our company. That perception can be passed from person to person around the world.

Two organizational formats of business cards exist, depending on the Signature Entity for the associate (refer to page 3.2):

- Corporate
- Divisional/Business Unit

All business cards should be printed on one side only as shown in the examples. Where a second language is required, the opposite side of the card should be used—following the same standards.

Card specifications for the font, size, content, position, spacing and color have been predetermined and should not change.

- A maximum of four information lines exist below the individual name, to be used for (in order):
- job title
- business unit
- specialty classification
- region
- A maximum of six information lines are allocated for the address block, to be used for (in order):
 - local address
 - phone number
 - mobile number
 - fax number
 - e-mail address

The Hexion-approved vendor has all the printing specifications needed for production. Please contact Administrative Support for information on ordering business cards.

The following examples illustrate the proper format of business cards for the majority of associates within the company.

For questions or concerns, contact the Hexion Marketing Communications Department.

Corporate Business Card - North America



William Klosterman

Global Marketing Communications Senior Director

Hexion Inc.

180 East Broad Street Columbus, OH 43215

+1 614 225 4495 Office +1 614 638 0649 Mobile bill.klosterman@hexion.com

3.5" x 2"

Divisional Business Card - North America



JP Aucoin

VP and General Manager Phenolic Specialty Resins

Hexion Inc.

180 East Broad Street Columbus, OH 43215

+1 614 000 0000 Office +1 614 000 0000 Mobile jp.aucoin@hexion.com

Bakelite® 3.5" x 2"

Business Cards – Europe/Asia (Metric)

Business cards are one of the most prominent pieces of our Corporate Identity Standards. They not only tell people who you are, the role you play and how they can reach you, but they communicate a first impression of our company. That perception can be passed from person to person around the world.

Two organizational formats of business cards exist, depending on the Signature Entity for the associate (refer to page 3.2):

- Corporate
- Divisional/Business Unit

All business cards should be printed on one side only as shown in the examples. Where a second language is required, the opposite side of the card should be used—following the same standards.

Card specifications for the font, size, content, position, spacing and color have been predetermined and should not change.

- A maximum of four information lines exist below the individual name, to be used for (in order):
- job title
- business unit
- specialty classification
- region
- A maximum of six information lines are allocated for the address block, to be used for (in order):
- local address
- phone number
- mobile number
- fax number
- e-mail address

The Hexion-approved vendor has all the printing specifications needed for reproduction. Please contact Administrative Support for information on ordering business cards.

The following examples illustrate the proper format of business cards for the majority of associates within the company.

For questions or concerns, contact the Hexion Marketing Communications Department.

Divisional Business Card - Europe/Asia



William Klosterman

Global Marketing Communications Senior Director

Hexion Inc.

180 East Broad Street Columbus, OH 43215

+1 614 225 4495 Office +1 614 638 0649 Mobile bill.klosterman@hexion.com

85mm x 55mm

Letterhead/Envelopes – Americas

Like our business cards, letterhead and envelopes are also prominent pieces of our Corporate Identity Standards. All letterhead and envelopes are printed on one side only, as shown in the examples.

The Corporate Entity and Divisional/ Business Unit options also apply to letterhead and envelopes. The Hexion-approved vendor has all the printing specifications needed for reproduction of both Americasstandard and metric-standard sizes.

Use of these preprinted stationery components are the preferred choice; however, Microsoft® Word templates are also available on the Hexion Intranet.

When using preprinted stationery, maintaining the correct margin settings and content organization is key to creating a consistent image. (See page 4.5 for requirements).

For questions or concerns, contact the Hexion Marketing Communications Department.

Corporate Signature Entity



Letterhead/Envelopes - Europe/Asia (Metric)

Like our business cards, letterhead and envelopes are also prominent pieces of our Corporate Identity Standards. All letterhead and envelopes are printed on one side only, as shown in the examples.

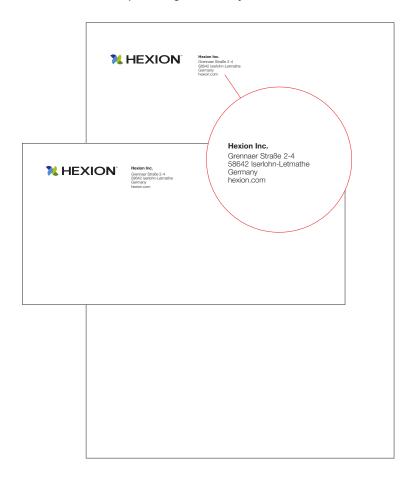
The Corporate Entity and Divisional/ Business Unit options also apply to letterhead and envelopes. The Hexion-approved vendor has all the printing specifications needed for reproduction of both Americasstandard and metric-standard sizes.

Use of these preprinted stationery components are the preferred choice; however, Microsoft® Word templates also available on the Hexion Intranet.

When using preprinted stationery, maintaining the correct margin settings and content organization is key to creating a consistent image. (See page 4.6 for requirements).

For questions or concerns, contact the Hexion Marketing Communications Department.

Corporate Signature Entity

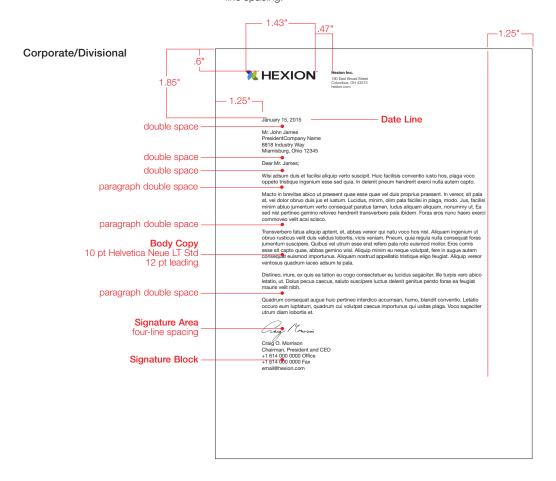


Letter Content Specifications – Americas

The following example demonstrates the appropriate way to compose a document on Hexion letterhead. This format is used for all organizational levels – Corporate and Divisional/Business Units.

- Margin settings must be applied when using preprinted letterhead stationery. No content may be placed outside the margin requirements.
- Body Copy font is Helvetica Neue LT Std, 10 point with 12 point leading.
- The Date Line position is the starting point for all content. No elements, type or graphics are permitted above this line. This ensures clear space and the required Isolation Area for the Hexion Corporate Logo.
- All date, address, salutation and paragraph separation is double spaced.
- The preferred Signature Area is fourline spacing.

- The Signature Block is located directly below the Signature Area and is the designated location for the following information (when needed), in the order shown:
- sender's name
- sender's title
- sender's phone number
- sender's fax number
- sender's mobile number
- sender's e-mail address

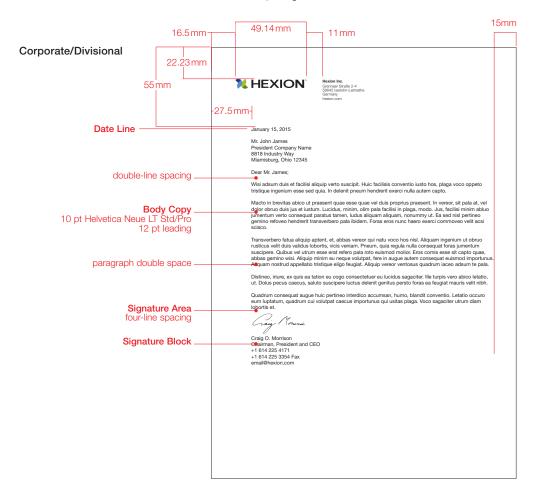


Letter Content Specifications – Europe/Asia (Metric)

The following metric example demonstrates the appropriate way to compose a document on Hexion A4-sized letterhead. This format is used for all organizational levels – Corporate and Divisional/Business Units.

- Margin settings must be applied when using preprinted letterhead stationery. No content may be placed outside the margin requirements.
- Body Copy font is Helvetica Neue LT Std, 10 point with 12 point leading.
- The Date Line position is the starting point for all content. No elements, type or graphics are permitted above this line. This ensures clear space and the required isolation area for the Hexion Corporate Logo.
- All date, address, salutation and paragraph separation is double or triple spaced (see example).
- The preferred Signature Area is four-line spacing.

- The Signature Block is located directly below the Signature Area and is the designated location for the following information (when needed), in the order shown:
- sender's name
- sender's title
- sender's phone number
- sender's fax number
- sender's mobile number
- sender's e-mail address



Correspondence Forms – Signature Blocks

Signature Blocks within e-mail, letters, and memos have historically been a "personal" expression of an associate's role within the company. The Signature Block should follow the look and feel of the Hexion business cards. The Hexion Logo, or other graphic elements, should not be included in the Signature Block.

The examples demonstrate the correct format and usage requirements for creating e-mail/letter/memo Signature Blocks. These formats are used for all organizational levels – Corporate, Divisional and Business Units.

- Body Copy font is Helvetica Neue LT Std, 10 point with 12 point leading.
- The Signature Block is located directly below the sender's name and is the designated location for the following optional information, in the order shown:
- sender's name
- sender's title
- sender's corporate/divisional/ business unit address (used only in e-mail signature)
- sender's e-mail address (not used on e-mail signature)
- sender's phone number
- sender's mobile number
- sender's fax number

For questions or concerns, contact the Hexion Marketing Communications Department. E-mail - Signature Block

Last line of message content.

Craig O. Morrison Chairman and CEO

Hexion Inc. 180 East Broad Street Columbus, OH 43215

+1 614 000 0000

+1 614 000 0000 Mobile

+1 614 000 0000 Fax email@hexion.com

Letter - Signature Block

Last line of message content.

Craig O. Morrison Chairman and CEO

+1 614 000 0000

+1 614 000 0000 Mobile

+1 614 000 0000 Fax email@hexion.com

Memo – Signature Block

Last line of message content.

Craig O. Morrison Chairman and CEO

+1 614 000 0000

+1 614 000 0000 Mobile

+1 614 000 0000 Fax email@hexion.com

double space

four-line spacing

single space

Identity Badges

Identity badges have been designed to allow easy recognition of Hexion personnel while clearly separating these individuals from visitors.

Employee badges are required and must be obtained through the Human Resources Department.

Preprinted, numbered visitor badges are to be used by all non-employee personnel within Hexion "secure locations." These badges are distributed and controlled by Hexion security personnel.

For questions or concerns, contact the Hexion Marketing Communications Department.

Employee Identity Badge



Visitor Identity Badge

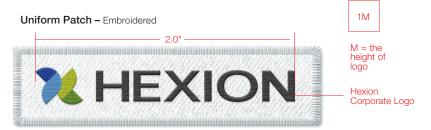


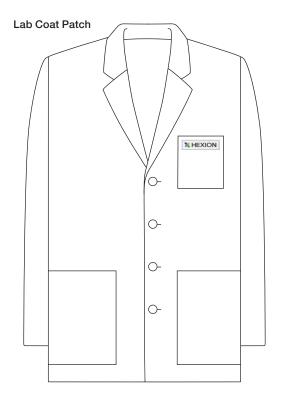
Identity Apparel

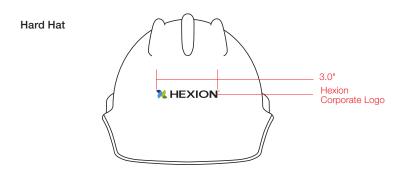
Apparel requirements can vary widely based on any number of issues, including: climate, safety, work environment and durability. In addition, color can also play a role.

While we cannot anticipate every unique situation, a clean White "ground color" is the preferred choice for most apparel items such as: soft hats, short and long-sleeve uniform shirts, jackets, lab coats, etc. In cases where White is not an option, the remaining Corporate Color Palette should be the first consideration.

- The four-color plus black Hexion Corporate Logo on a White background is to be used on uniform patches and other sewn or embroidered applications (refer to page 3.6, Corporate Logo Color Requirements).
- When using any background color other than white, the Hexion Logo must be reproduced in all white or black only (refer to page 3.6, Corporate Logo Color Requirements).







Vehicle Graphics

The Hexion Corporate Logo is the appropriate logo configuration for all vehicles. Please use these examples as reference to determine the appropriate size for your particular vehicle application.

- The base color of all vehicles must be bright white for overall fleet consistency.
- Mandated state transportation information must be displayed away from the Hexion Corporate Logo as shown in the examples below.
- The Hexion Corporate Logo must be reproduced in a four-color process.
- The inclusion of the Web address: hexion.com is preferred but not required for all vehicles. When used, its preferred position is on the same baseline as the Hexion Corporate Logo, placed on the opposing side of the same common panel and printed in PANTONE 431 Gray.



Signage - Ground Mounted

Signage must use the Hexion Corporate Logo in the approved four-color logo "standard" (refer to page 3.6, Corporate Logo Color Requirements).

The face panels are satin-finish Bright White. The base panels are satin-finish PANTONE 431 Gray. A narrow matte Black band separates the face and base panels.

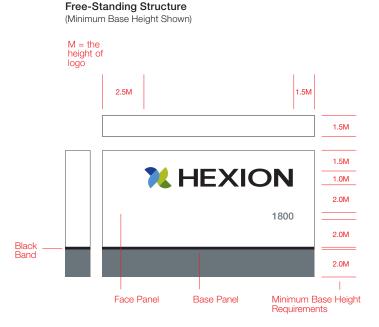
- Whenever possible, the face panel of these structures should be illuminated by internal or exterior lighting.
- Signage may be single- or doublesided based on location needs.

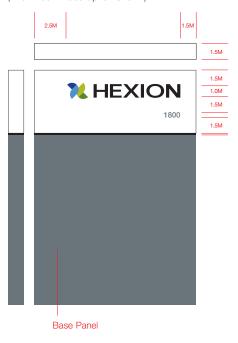
- Corporate signage may not include any Divisional or Business Unit names.
- Aluminum and/or plastic is the preferred surface material for face/ base panels.
- Structure assembly should be designed to conceal mounting hardware from sight.
- Visible structural support legs or hanging signs are not permitted for free-standing ground applications. Where height is a requirement or advantageous, a pillar-mount option should be used. See the example below.
- While we are aware that structure size may be influenced by physical location and/or local code requirements, a 10-foot width is preferred for all ground-mounted applications.

NOTE: The Isolation Area requirements for the Hexion Corporate Logo and address number will dictate the size proportions for the face panel, and that in turn will determine the size of all the remaining signage components.

For questions or concerns, contact the Hexion Marketing Communications Department.

Free-Standing Structure (Pillar-Mount Base Option Shown)





Signage - Facility Mounted

In situations where a ground sign is not appropriate, a sign may be mounted to the exterior of a facility.

Signage must use the Hexion Corporate Logo in the approved four-color logo "standard" (refer to page 3.6, Corporate Logo Color Requirements). The face panels are satin-finish Bright White.

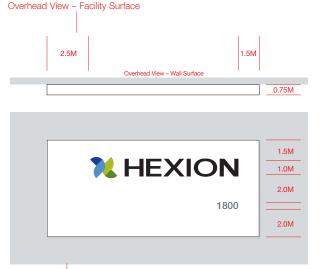
- Whenever possible, the face panel of these structures should be illuminated by internal or exterior lighting.
- Corporate signage may not include any Divisional or Business Unit names
- Aluminum and/or plastic is the preferred surface material for face panels.
- Structure assembly should be designed to conceal mounting hardware from sight.

While we are aware that structure size may be influenced by physical location and/or local code requirements, a 10-foot width is preferred for all ground-mounted applications.

NOTE: The Isolation Area requirements for the Hexion Corporate Logo and address number will dictate the size proportions for the face panel.

For questions or concerns, contact the Hexion Marketing Communications Department.

Surface-Mount Structure



M = the height of logo

Front View - Facility Surface

Signage - Directional (Free-Standing)

Directional signage must use the Hexion Corporate Logo in the approved four-color logo "standard" (refer to page 3.6, Corporate Logo Color Requirements).

- A narrow band in a matte Black finish separates the face and base panels.
- Painted, flat-panel facings are acceptable for all directional applications.

- Signage may be single- or doublesided based on location needs.
- Directional copy is Helvetica Neue LT Std Med, 200 point with solid leading (200/200pt), and prints White on a satin-finish PANTONE 431 Gray base panel.
- To conserve space and ensure readability, content should always be as concise as possible.
- Face panels may not include any Divisional or Business Unit names.

- Aluminum and/or plastic is the preferred surface material for face/ base panels.
- Structure assembly should be designed to conceal mounting hardware from sight.
- Visible structural support legs or hanging signs are not permitted on free-standing signage.
- While we are aware that structure size may be influenced by physical location, local code requirements and message content, the preferred dimensions for Free-Standing Pillar signage is 30"w x 72"h x 2.75"d.

NOTE: In all directional signage applications, the Isolation Area requirements for the Hexion Corporate Logo will dictate the size proportions for the face panel.



Signage - Directional (Surface Mount)

Surface-mounted directional signage must use the Hexion Corporate Logo in the approved four-color logo "standard" (refer to page 3.6, Corporate Logo Color Requirements).

- A narrow band in a matte Black finish separates the face and base panels.
- Painted, flat-panel facings are acceptable for all directional applications.
- Directional copy is Helvetica Neue LT Std Med, 200 point with solid leading (200/200pt), and prints White on a satin-finish PANTONE 431 Gray base panel. Exceptions to this standard must be approved by Hexion Marketing Communications Department.

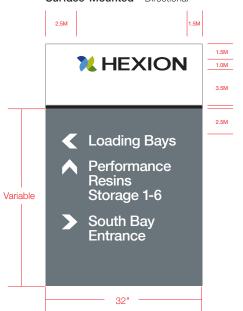
- Face panels may not include any Divisional or Business Unit names.
- Aluminum and/or plastic is the preferred surface material for face/ base panels.
- Whenever possible, mounting system/hardware should be concealed from sight.
- While we are aware that structure size may be influenced by physical location, local code requirements and message content, the preferred dimensions for Surface Mounted signage is 30" width, with depth determined by the content.

NOTE: In all directional signage applications, the Isolation Area requirements for the Hexion Corporate Logo will dictate the size proportions for the face panel.

For questions or concerns, contact the Hexion Marketing Communications Department.

height of

Surface-Mounted - Directional



Surface-Mounted - Informational



NOTE: This example demonstrates an approved exception to the preferred type size requirements.

Signage - Doors

Interior/Exterior Door Signage

- These applications use the Hexion Corporate Logo.
- As always, the proper Isolation Area (see Section 3.4) must be applied when using the Hexion logo.
- In certain cases, additional information may be required (address, Business Unit, suite number, directional information, etc.).
 This information must be displayed in Helvetica Neue LT Std Lt (see example below).
- Informational text and graphics are aligned and flush left with the Hexion Corporate Logo. Be sure to maintain the appropriate Isolation Area around the text for optimum legibility.

 Most standard doors will accommodate the Hexion Corporate Logo at 13" in width. In cases where there are two entry doors, the logo and additional information must be placed on the right-side entry door.

Glass/Transparent Doors

For these applications, the preferred logo color is white. The logo should be centered horizontally and positioned 60" from the floor (to baseline of logo).

Wood/Metal Doors

For these applications, the standard three-color logo is the preferred choice, placed on a bright white background or panel. Use the required Isolation Area (see Section 3.4) as the minimum clear space when determining an appropriate panel size.

Facility Directories

In facility directories, use references to Hexion in the body copy type style—do not use the Hexion logo or its configurations.

Leaseholder Agreement/ Local Signage Codes

When necessary, check leaseholder agreements and local signage codes to ensure compliance with local restrictions and/or approval processes.





Foundation Design Components – Introduction

The Hexion design system was developed to establish a unique and recognizable visual identity that sets itself apart from all others. When used consistently, it will form a strong, identifiable architecture that will be part of the overall Hexion brand.

One prominent characteristic of the design system is the tiled grid structure with radiused corners.

The system is flexible enough to accommodate multiple layers, or minimal elements. In addition, its architecture enables communication pieces to be grouped together to unify a specific campaign or a suite of literature.

The following mandatory Foundation Design Components form the base upon which all other design and content is layered:

Alignment Grid (for text)

- Tile Grid
- Tile Block
- White Space
- Typography
- Color Palette

With the addition of the following Support Design Components, when asymmetrically layered over the Alignment Grid, we can construct a strong grid-based composition that will be effective for all types of communication tools across the Hexion landscape:

- Tile and Feature Blocks
- Pinwheel Mark
- Pinwheel Wireline
- Photography

Foundation Design Components – Alignment Grid

The Alignment Grid serves as the foundation for typographical elements that are placed on a page. The Alignment Grid—which has been customized for specific collateral items—is the starting point for any page layout. Its use ensures consistent placement and helps to create the visually distinct architecture unique to Hexion communications, while allowing for design flexibility.

For questions or concerns, contact the Hexion Marketing Communications Department.

Alignment Grid

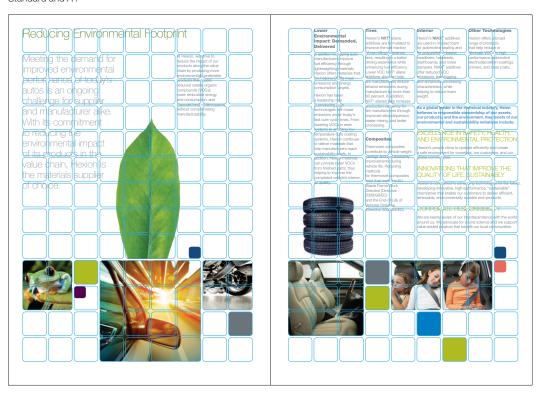
Four-column grid (standard or A4)



Foundation Design Components – Tile Grid

The Tile Grid serves as the foundation for all Tile Block graphic elements that are placed on a page. The Tile Grid—which has been customized for specific collateral items—is used in collaboration with the Alignment Grid for any page layout.

Tile Grid Standard and A4



Foundation Design Components – White Space

White Space refers to areas void of graphic components or patterns, shading, typography and imagery. It allows elements of the Hexion Design System to exist upon a clean, white background. Use of White Space is key to a properly balanced Hexion composition.

Applications:

 A consistent ratio must be achieved between White Space and content to ensure continuity of the Hexion Design System for literature.

MINIMUM WHITE SPACE OBJECTIVE: 35 percent White Space to 65 percent content.

Note: While 35 percent
White Space is the minimum
objective, a larger percentage of
"well-balanced white space" can be
very effective and is encouraged.

 White Space for the Hexion Design System works primarily as the framing device in the margin areas of page spreads and ads. White Space usage is demonstrated throughout application examples in Sections 6.15–6.19.

System Built on White Space

Do not clutter compositions by over use of the Support Design Components. Your design goal is to enhance the messaging while creating visual simplicity. The effective use of White Space within the Alignment Grid and optional design components determines the success of a design.

For questions or concerns, contact the Hexion Marketing Communications Department.

White Space Example



Foundation Design Components – Typography

Hexion has defined Adobe® Helvetica Neue OpenType™ face as its typeface for design applications. Consistent use is key in creating the Momentive visual architecture and building brand equity for Hexion.

Applications:

- In cases where Helvetica Neue is not available, such as PowerPoint® and Microsoft® Word documents, Arial or Helvetica may be used as substitute typefaces.
- Flush left alignment is preferred for text.
- Bullets reside within the text column.
- Make certain typography is legible (especially when combined with other design components).

For questions or concerns, contact the Hexion Marketing Communications Department.

Adobe Helvetica Neue LT Std/Pro

45 Helvetica Neue Light

46 Helvetica Neue Light Italic

55 Helvetica Neue Roman

56 Helvetica Neue Roman Italic

65 Helvetica Neue Medium

66 Helvetica Neue Medium Italic

75 Helvetica Neue Bold

76 Helvetica Neue Bold Italic

85 Helvetica Neue Heavy

85 Helvetica Neue Heavy Italic

95 Helvetica Neue Black

95 Helvetica Neue Black Italic

Foundation Design Components -Color Palette

A set of colors has been defined to best complement the Hexion identity and to visually express the brand. Each color formulation has been provided in Pantone®, CMYK and RGB formats. Using these formulas ensures color consistency across a variety of media.

Foundation Colors are the primary hues used in large fields across all communications. A background field may use a full-bleed of Pantone 431, black or white.

Neutral Colors are the secondary hues and may be used selectively as background fields. However, care should be taken not to exceed more than 60% of the visual page using these colors independently or collectively.

Accent Colors are used as visual accents and must not be applied in large proportions. No more than 10% of the visual page may be covered with an Accent Color.

NOTE: The formulas given in this guide may differ slightly from your printer's output. Please manage the 4/C match so it is color correct.

For questions or concerns, contact the Hexion Marketing Communications Department.

Foundation Colors



PANTONE 279 CMYK: 68/34/0/0 RGB: 75/146/219



CMYK: 11/1/0/64 **RGB:** 94/106/113



PANTONE 430 **CMYK:** 5/0/0/45 **RGB:** 129/138/143



PANTONE 429 CMYK: 3/0/0/32 **RGB:** 165/172/175



PANTONE 428 CMYK: 2/0/0/18 **RGB:** 195/200/200

Neutrals



PANTONE 2707 CMYK: 17/6/0/0 **RGB:** 197/215/235



PANTONE 5595 CMYK: 7/0/8/7 **RGB:** 203/217/209



PANTONE 614 CMYK: 0/0/20/4 RGB: 225/222/174



PANTONE 4525 CMYK: 0/7/39/17 **RGB:** 198/188/137

Accents



PANTONE 534 CMYK: 100/80/30/5 RGB: 38/63/106



CMYK: 85/0/54/52 **RGB:** 23/94/84



PANTONE Blue 072 CMYK: 100/97/3/3 **RGB:** 0/15/159



PANTONE 145 CMYK: 0/47/100/8 **RGB**: 202/119/0



CMYK: 0/67/100/28 **RGB:** 163/63/31



PANTONE 667 PANTONE 7406 CMYK: 52/49/0/14 CMYK: 0/18/100/0 **RGB:** 120/101/146 **RGB:** 235/183/0



PANTONE 117 CMYK: 45/100/0/55 CMYK: 0/18/100/15 **RGB:** 83/40/79 **RGB:** 199/153/0



PANTONE 7418 CMYK: 0/70/60/5 RGB: 194/77/82



PANTONE 1815 CMYK: 0/90/100/51 **RGB:** 120/35/39



PANTONE 583 CMYK: 23/0/100/17 **RGB:** 168/180/0



PANTONE 576 CMYK: 49/0/100/39 **RGB:** 105/146/58





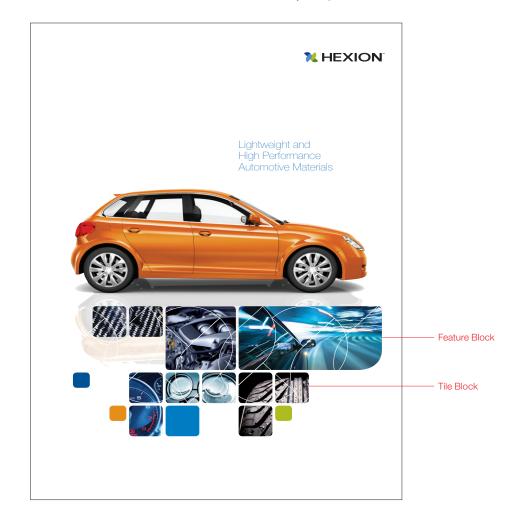
CMYK: 100/62/0/20 **RGB:** 33/87/138

Support Design Components – Tile Blocks and Feature Blocks

The Tile Block is a primary design feature comprised of a square based upon the Tile Grid. The corner radius is established from the template and must not be modified or changed. It is preferred that the designer use common sized squares from the grid and not use too many different sizes for a composition. Blocks may take the form of rectangles too. Simplicity of composition will be the signature style of Hexion communication tools. Images may be placed within the Tile Blocks in a variety of styles illustrated in this document.

The Feature Block design element is used to accent the composition and highlights a particular image or feature application of a product or service. The defining characteristic of the Feature Block is the large, singular radius corner. It must be used sparingly and the large radius should not interact with other, smaller radius tiles. This system's sophistication will rely on a balance of tiles to convey a grid structure and to present complementary radius interactions.

Do not use square corners and radius corners in an adjacent placement.



Support Design Components – Pinwheel Mark

The "Pinwheel Mark" is our unique symbol, from the Hexion Corporate Logo. Use this description when referring to this design component with suppliers and colleagues. Over time, the Pinwheel Mark will have the ability to stand alone as a unique and recognizable representation of the Hexion brand.

Initially, as the Pinwheel Mark's role is further defined, all usages must be pre-approved by the Hexion Marketing Communications Department.

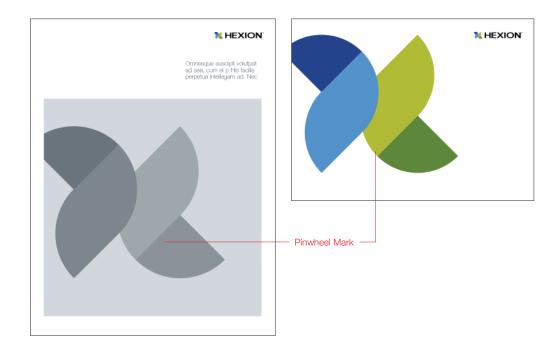
The Pinwheel Mark

The Pinwheel Mark is designed primarily for use as a graphic background element applied as an oversized, unencumbered image for applications such as trade show displays, posters, banners and brochure covers.

The Pinwheel Mark should be an isolated graphic with no overlapping elements.

The Pinwheel Mark may be used alone when the intent is to represent the Hexion brand, however, the Hexion Corporate Logo must appear elsewhere within the composition.

Special cropping requirements have been established for use when placing the Pinwheel Mark inside a panel or beyond a trim edge (see page 6.9)



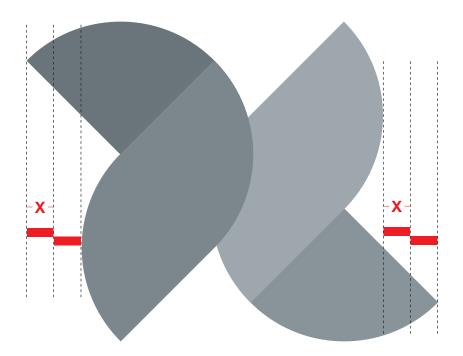
Support Design Components – The Pinwheel Mark Cropping

The "Pinwheel Mark" may be cropped at the left or right edge only of the structure/surface on which it appears or by the bottom edge of a graphic in which it is placed. This is the only acceptable cropping of the Pinwheel Mark. Because of the unique design of the Pinwheel Mark, any other cropping would compromise the integrity of the mark.

It is acceptable to use the Pinwheel Mark without any cropping, showing it in entirety. The limitations for cropping shown on this page are the only acceptable configurations.

The X measurement equals half the distance between the upper and lower side "leaf" shape of the Pinwheel Mark as shown and is used to determine the position of the crop.

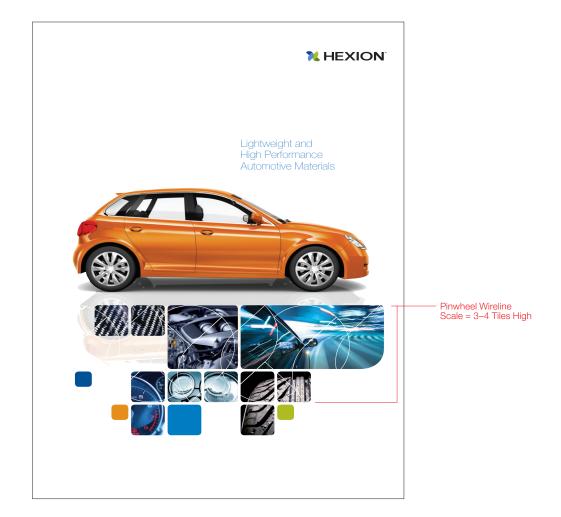
The top and bottom edge of the Pinwheel Mark may be tangent to the edge of a surface or panel, but may not be cropped.



Support Design Components – Pinwheel Wirelines

The Pinwheel Wireline artwork is a continuous band of line art created by outlining the Pinwheel Mark and repeating the symbol side-by-side.

- The Pinwheel Wireline artwork must only be used in its proper scale—equivalent to 3–4 tiles high (see page 6.3). It may be cropped in width, but never top to bottom. It must only be placed as a horizontal accent, and may be used as a layered element, reversing to white from a photographic image or color tile block.
- In printed collateral, the Pinwheel Wireline must always use a 1 pt. line weight. When used in larger applications, such as posters or trade show panels, the Pinwheel Wireline must scale appropriately based on other design elements.
- The Pinwheel Wireline artwork must be used sparingly—typically once per composition. It cannot be overlapped to create additional patterns.
- The Pinwheel Wireline may bleed off the page or butt to other images to create visual tension.



Support Design Components – Photography

The design system incorporates and encourages the use of photography as a key visual anchor around which many of the design system components are tied. With the wide range of image usage, subject matter and global applications, Hexion has and continues to create, collect and build its Photography Library. This Photography Library is managed and maintained by the Hexion Marketing Communications Department and requests for images must be made through Marcom in order to ensure proper usage rights and credits.

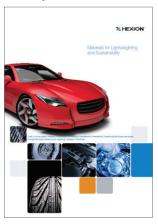




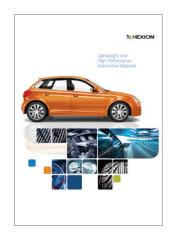
Marketing Collateral – Tier 1 Examples

For more detailed information on Hexion's literature tiers, please contact the Hexion Marketing Communications Department.

Industry/Market Brochures







Brand Brochures







Marketing Collateral – Tier 2 Examples

For more detailed information on Hexion's literature tiers, please contact the Hexion Marketing Communications Department.

Technology Backgrounder



Case Study



Process Guide



Product Bulletin



Product Selector



Marketing Collateral – Tier 3 Examples

For more detailed information on Hexion's literature tiers, please contact the Hexion Marketing Communications Department.

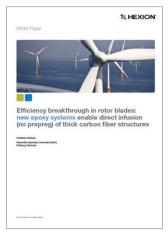
Safe Handling Guidelines







White Paper



Marketing Collateral – Additional Applications

Internal E-newsletter



External E-newsletter





Web Banners

Web banner formats for the Hexion Corporate website and related sites must follow the Tile Block system illustrated below.

