




## MEMORANDUM

TO: Consultants and Contractors

FROM: Gaye Hettrick, UDOT Consultant Services Manager 

DATE: August 28, 2008

SUBJECT: **USE OF CONSULTANT AND/OR CORPORATE LOGO OR BRANDING IDENTIFICATION IN UDOT OWNED DOCUMENTS OR PRODUCTS FOR ANY PUBLIC PURPOSE**

As of July 1, 2005, Consultant and Corporate logo or branding identification may no longer be displayed in public documents or products produced for UDOT for public purpose. The restriction list has been updated below. It is our intent that consultants place identifying information, in text format, in appropriate places in documents. For specific questions or further guidance please contact Gaye Hettrick, Consultant Services Manager, (801) 965-4639 or [ghettrick@utah.gov](mailto:ghettrick@utah.gov).

### **Restrictions on Consultant and Contractor Logos or Branding**

- Plan Sheets or Title Blocks
- Environmental Documents
- Standard UDOT Forms
- Project Websites
- Cover Pages
- Headers/Footers
- Information and Display Boards for Public Meetings
- Any UDOT owned
  - Structure
  - Facility
  - Document
  - Product