

System Expansion communications

Style guide, v3.0 | January 2024

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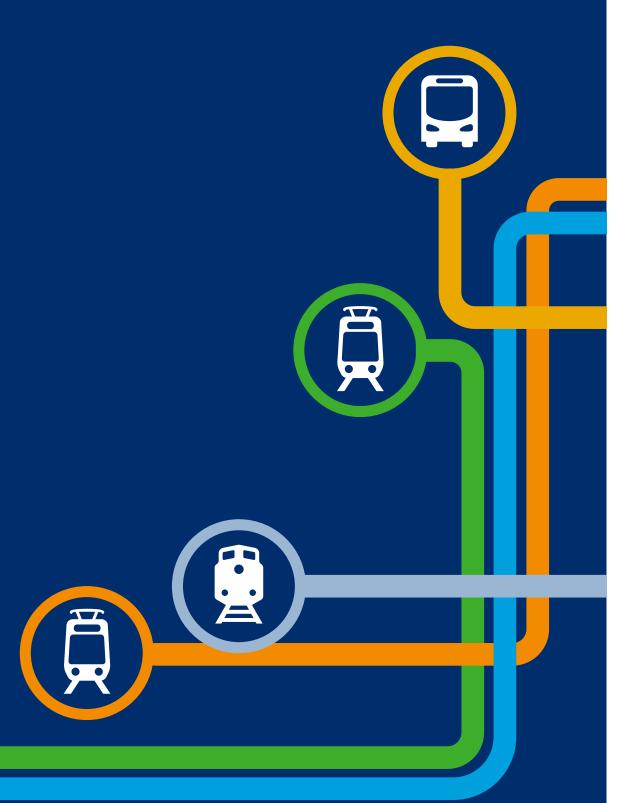
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Style strategy

As we expand our Link, Sounder, Stride bus rapid transit, and ST Express bus service into new areas, it's important that we introduce ourselves in the right way. After all, while we're creating a better and brighter future, we still affect people's lives, and sometimes our growth causes disruptions. So as we invite our new neighbors to help shape their future transit experience, let's do so in a positive, intentional, and inclusive way. This guide will show you how to do that by using engaging visuals and clear communication.

For those supporting the planning, design, and construction phases of System Expansion, we've created an easy-to-navigate and fluid customer experience journey to ensure our visuals and voice are consistent across all our customer touchpoints.



Customer journey

There are several ways we connect with our customers. We call these customer touchpoints, and each serves a distinct purpose. Working together, they create an easy and fluid customer experience. In this guide, we'll focus on what we consider our major customer touchpoints and how customers interact with them at various phases.

Alert

Notifications and advertisements — digital and print — with the sole purpose of clearly calling attention to a new engagement effort.

Involve

Built to inform and educate our customers, these touchpoints are content-rich and provide channels and tools to efficiently collect community feedback.

Update

To support audience retention, we stay in constant communication via email marketing throughout all phases of project development. We're also committed to maintaining fresh and relevant information on all project websites and channels.

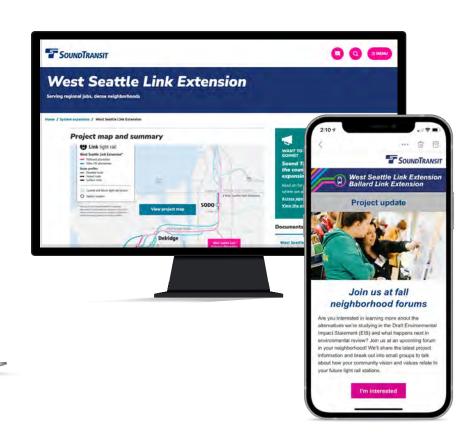
Major touchpoints

This guide covers our 12 major customer touchpoints.

Alert Involve Update



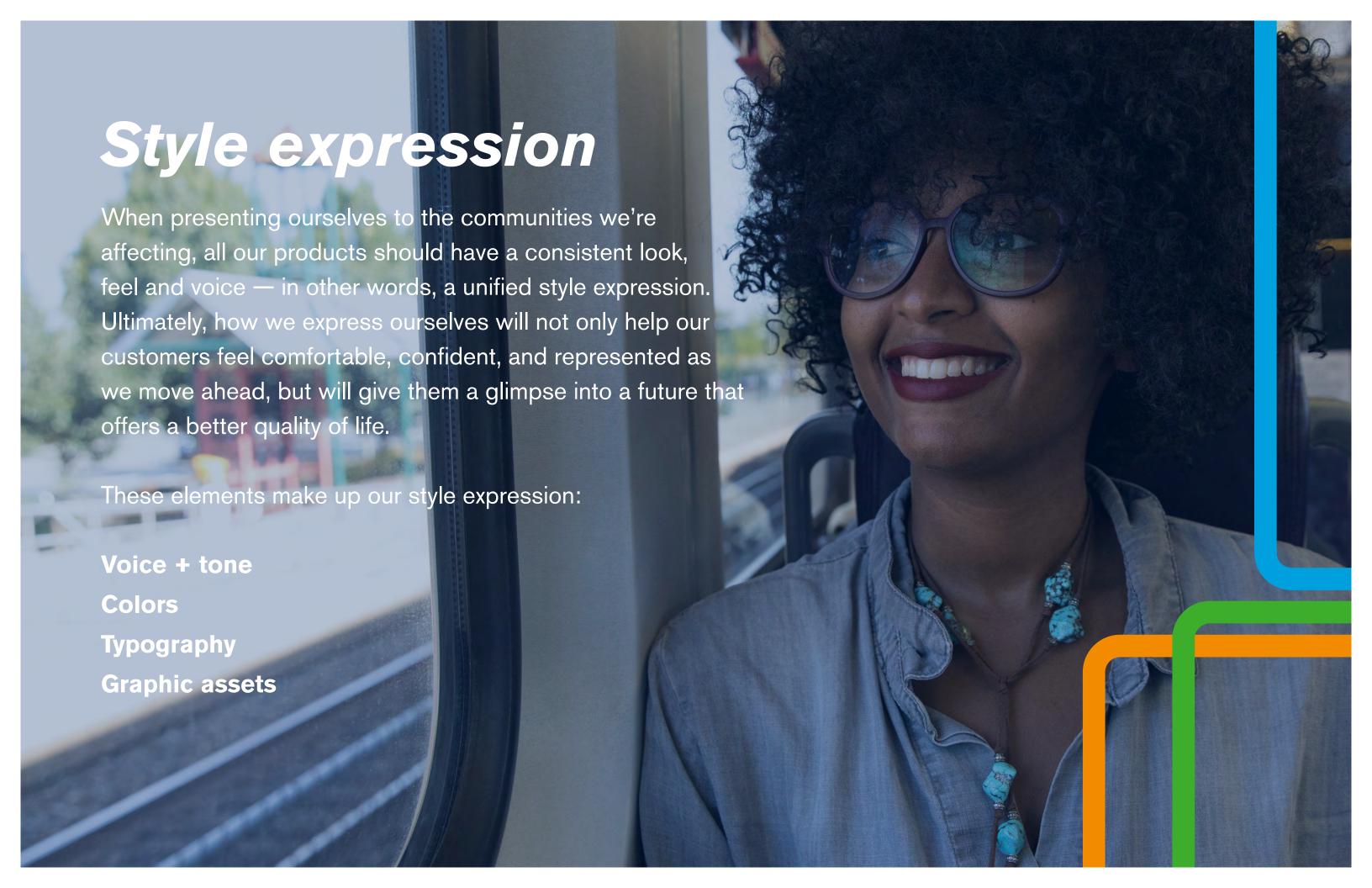




- 1) Digital and print ads
- 2) Direct mail
- 3) Social media (paid)
- 4) Posters and flyers
- 5) In-vehicle notifications

- 6) Online open house or survey
- 7) Public meeting presentation
- 8) Public meeting displays
- 9) Public meeting leave behinds

- 10) Email marketing and updates
- 11) Project website(s)
- 12) Social media (organic)



Overview

These elements make up our style expression:



We're listening

Colors



Typography



Graphic assets



Voice + tone

Hello. We're Sound Transit.

Think of us as your smart, likable, sometimes witty friend that you can count on to give you straightforward information and trusted advice in friendly, helpful, and positive ways.

Our Voice + tone is:

Responsive Friendly Knowledgeable Genuine Reliable Empathetic Competent Inclusive

These guidelines give you a few guardrails so that no matter what message you're communicating, and to whom, it all should feel like it's coming from the same place and with the same voice. They are by no means meant to be prescriptive, merely a compass that can help point you in the right direction.

Find additional writing guidance in our editorial style guide:

Customer insights

People's emotions change during each phase of project development. Knowing and understanding this will guide you in crafting messages that are helpful and empathetic.

P	la	n

Fear | Joy | Hope | Excitement

"How will it affect my life?" or "I'm excited and can't wait for this new change."

Design

Apprehension | Cautious optimism | Positivity | Excitement

"I hope the structures and stations look nice and fit in with the neighborhood." or "These designs look good on paper. We'll see how everything looks once it's built."

Build

Excitement | Dread | Anticipation

"I'm excited and can't wait for this new service!" or

"How will this construction affect me (noise, access, etc.)?"

High-level messaging

Build

When it comes to headlines, we want to make sure they reflect the genuine, empathetic, and competent nature of our voice. Tone may need to be adjusted to match a community's general sentiment when it comes to our expansion efforts.

Here are some examples of headlines that represent each project phase:

Plan More transit options are on the way

Your future station is taking shape

We care about your neighborhood

Usage

Plan Design Build

Say this:

More light rail is on the way. Give us your feedback on the route and station locations we're currently studying in your area. Go online or join us at an open house in your neighborhood: soundtransit.org/everettlink

Not this:

Join the discussion. During early scoping, Sound Transit is seeking public input on alternatives to improve high capacity transit.

Say this:

We want to hear from you.
The Tacoma Trestle replacement is a big project, and your input is important.
Join us for an open house and share your thoughts and ideas on certain design elements. RSVP at soundtransit.org/tacomatrestle

Not this:

Sound Transit wants to hear your thoughts on conceptual elements for the replacement of the Tacoma Trestle. Comments from the open house will help inform how the new trestle looks. Visit online at www.soundtransit.org/tacomatrestle.

Say this:

Thanks for your patience as our crews continue to prepare the south tunnel portal site. We know this may be disruptive, but please bear with us as we work as quickly, efficiently, and safely as possible. Curious about what to expect when excavation begins and how it may impact you? Our Community Engagement staff is ready to answer your questions or meet with you in person: 206-703-1234

Not this:

Sound Transit's tunnel crews continue to prepare the south tunnel portal site. For more information about the excavation process, please contact Community Outreach staff at 206-703-1234.

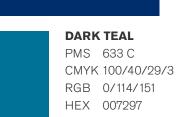
STYLE EXPRESSION

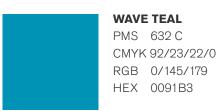
Colors

- (a) Use this color for ST Express bus service.
- Use this color for calls to action.
- Use these colors for project maps.

- 1 Use these colors for service lines on interactive/responsive web maps.
- **AA** Colors meet the accessibility standard for sufficient contrast for readability. This applies in instances when text is placed on top of a color. Note the use of white text for darker colors and black text for lighter colors.



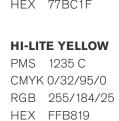






ACTION PINK PMS 255 C CMYK 5/96/0/0 RGB 229/26/146 HEX E51A92





CONSTRUCTION

CMYK 1/65/98/0

RGB 239/118/34

HEX EF7622

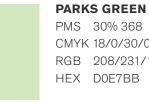
ORANGE

PMS 158 C





DARK CHARCOAL PMS 447 C CMYK 69/63/62/58 RGB 51/51/51 HEX 333333



PMS 30% 368 CMYK 18/0/30/0 RGB 208/231/187 HEX D0E7BB



LAND GRAY PMS 35% COOL GRAY 1 CMYK 0/0/0/6 RGB 240/240/240 HEX F0F0F0



RAILWAY GRAY PMS COOL GRAY 11 CMYK 0/0/0/80 RGB 90/90/90 HEX 5A5A5A



HIGHWAY GRAY PMS COOL GRAY 9 CMYK 0/0/0/65 RGB 120/120/120 HEX 787878



SERVICE GRAY PMS COOL GRAY 6 CMYK 0/0/0/40 RGB 170/170/170 HEX AAAAAA



ROADWAY GRAY PMS COOL GRAY 1 CMYK 0/0/0/15 RGB 220/220/220 HEX DCDCDC

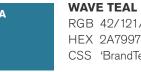




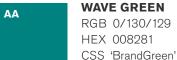
WAVE BLUE RGB 43/55/110 HEX 2B376E CSS 'BrandNavy'



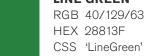
RGB 216/78/52 HEX D84E34 CSS 'UtilityRed'



RGB 42/121/151 HEX 2A7997 CSS 'BrandTeal'









LINE BLUE RGB 0/124/173 HEX 007CAD CSS 'LineBlue'



LINE PURPLE RGB 167/79/196 HEX A74FC4 CSS 'LinePurple'





MODE GRAY RGB 103/116/131 HEX 677483 CSS 'ModeGrav'

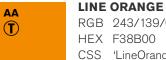


RGB 52/168/83 HEX 34A853 CSS 'UtilityGreen'

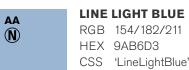




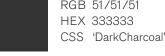
RGB 245/166/35 HEX F5A623 CSS 'UtilityOrange'



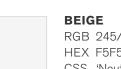
RGB 243/139/0 HEX F38B00 CSS 'LineOrange'











RGB 245/245/245 HEX F5F5F5 CSS 'NeutralBeige'

Service lines

HEX 002E6D



LINK 1 LINE PMS 361 C CMYK 76/4/100/0 61/174/43 HEX 3DAE2B

LINK 2 LINE PMS 299 C CMYK 81/18/0/0 0/160/223 HEX 00A0DF

LINK 3 LINE PMS 232 C CMYK 6/85/0/0 237/64/169 HEX ED40A9

LINK 4 LINE PMS 2582 C CMYK 42/78/0/0 RGB 177/79/197 HEX B14FC5



PMS 144 C CMYK 2/55/100/0 243/139/0 HEX F38B00



PMS 124 C CMYK 7/36/100/0 235/169/0 HEX EBA900

RGB 154/182/211

HEX 9AB6D3

Typography

Words communicate, but so do typefaces. They offer up subtle visual cues to frame our messages, reinforce our identity, and complement our Voice + tone, which are positive, conversational, and competent. Our System Expansion typeface families consist of **Akzidenz Grotesk, Arial, Nunito Sans, and Hind.**

AKZIDENZ GROTESK

The train arrives in 2025

Check out the latest designs for your future station and get project updates:

soundtransit.org/redmondlink

ARIAL

Stay ahead of construction

We're committed to minimizing disruptions

- Sign up to receive construction alerts
- Attend community events and project meetings

NUNITO SANS + HIND

Stride bus rapid transit

The Stride S1 and S2 lines will connect communities along I-405 and SR 518 from Lynnwood to Burien.

Get updates

STYLE EXPRESSION: TYPOGRAPHY

Print, video, ads

Our core typeface, **Akzidenz Grotesk**, is the clean and clear complement to our full style expression. Use it for all print, video and environmental design-based engagement products as well as all advertisements.*

AKZIDENZ GROTESK REGULAR

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 AKZIDENZ GROTESK BOLD ITALIC

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 10234567890

AKZIDENZ GROTESK BOLD

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

Akzidenz Regular, Wave Teal, underline

Online call-to-action (on white) Bold Italic, Action Pink, URL icon

Call-to-action lead-in

Akzidenz Bold, Action Pink

Usage

Heading: Level 1 (H1) Akzidenz Bold Italic, Wave Blue	Are you keeping up with construction?	
Heading: Level 2 (H2) Akzidenz Bold, Wave Blue	New service starts in 2024	
Body copy Akzidenz Regular, Dark Charcoal	Lynnwood Link construction is in full swing. When complete, light rail will extend into Snohomish County, serving four new stations. Future riders will enjoy fast, frequent, and reliable service between south Snohomish County and University of Washington, downtown Seattle, Sea-Tac Airport, and beyond.	
Heading: Level 3 (H3) Akzidenz Bold Italic, Dark Charcoal	More project benefits	
Akzidenz Bold Italie, Bark Onaredai	 Four new stations serving Shoreline, Mountlake Terrace, and Lynnwood. 	
Bulleted list Akzidenz Regular, Dark Charcoal, default bullets	 Expanding 200th Street to include five (5) total lanes between 44th and 48th avenues next to the Lynnwood Transit Center and the new Lynnwood Transit Garage. 	
	 Approximately 1000 combined new parking spaces at Shoreline South/148th and Shoreline North/185th stations. 	
	Questions?	
Body copy emphasis (Bold)	Contact our Community Engagement team:	
Inline hyperlink	lynnwoodlink@soundtransit.org or 206-903-0000 Dark Charcoa	

on white) Dark Charcoal bitmap, Roadway Gray background, minimum 1/2 inch

Learn about the project and subscribe for email updates:

o soundtransit.org/lynnwoodlink

STYLE EXPRESSION: TYPOGRAPHY

Presentation and internal

Arial is our universal, platform-independent typeface — available to all. A cousin to Akzidenz Grotesk, use this font when creating communication materials and templates in Word or PowerPoint.

ARIAL REGULAR

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

ARIAL BOLD ITALIC

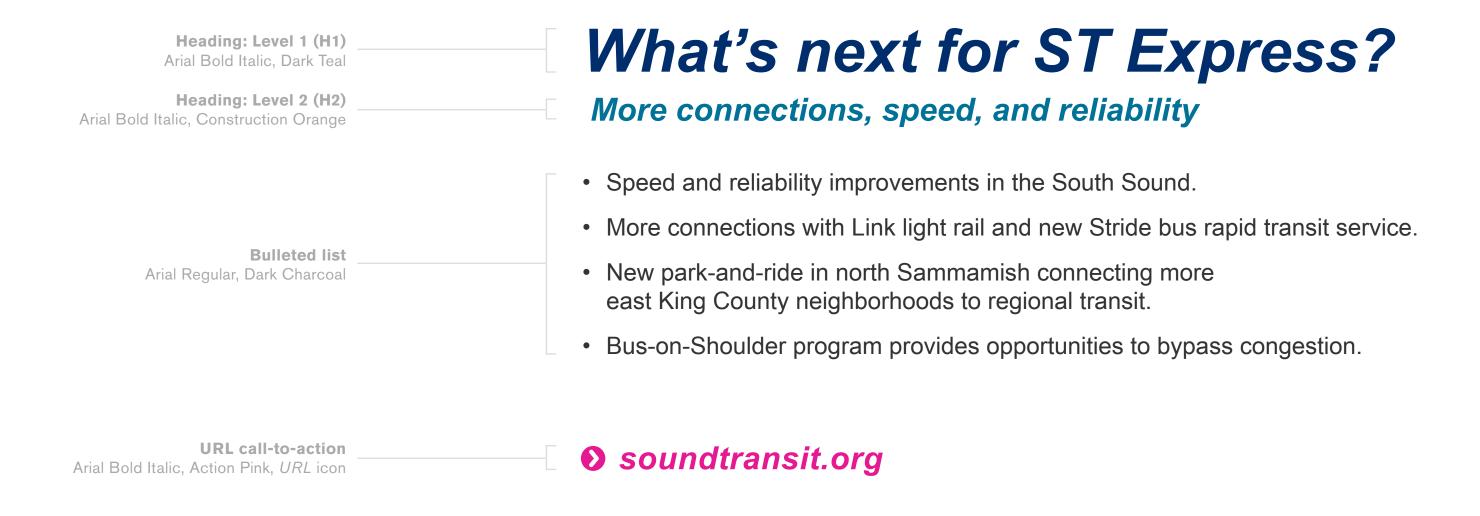
ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 10234567890

ARIAL BOLD

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

17

Usage



Web

Our web and digital properties call for a more friendly and open-source typographic solution. Also complementary to our core typeface, **Nunito Sans + Hind** together set the standard on our agency website and engagement microsites.*

NUNITO SANS REGULAR

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

HIND REGULAR

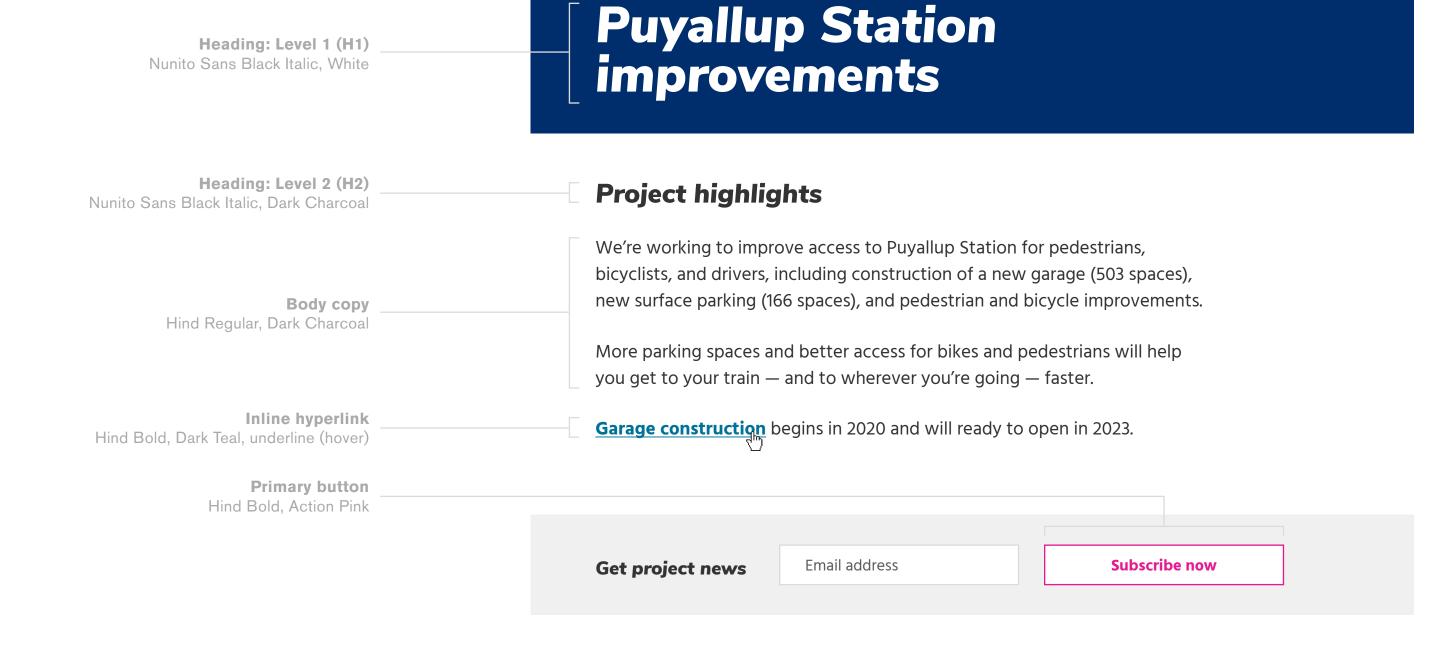
ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890 NUNITO SANS BLACK ITALIC

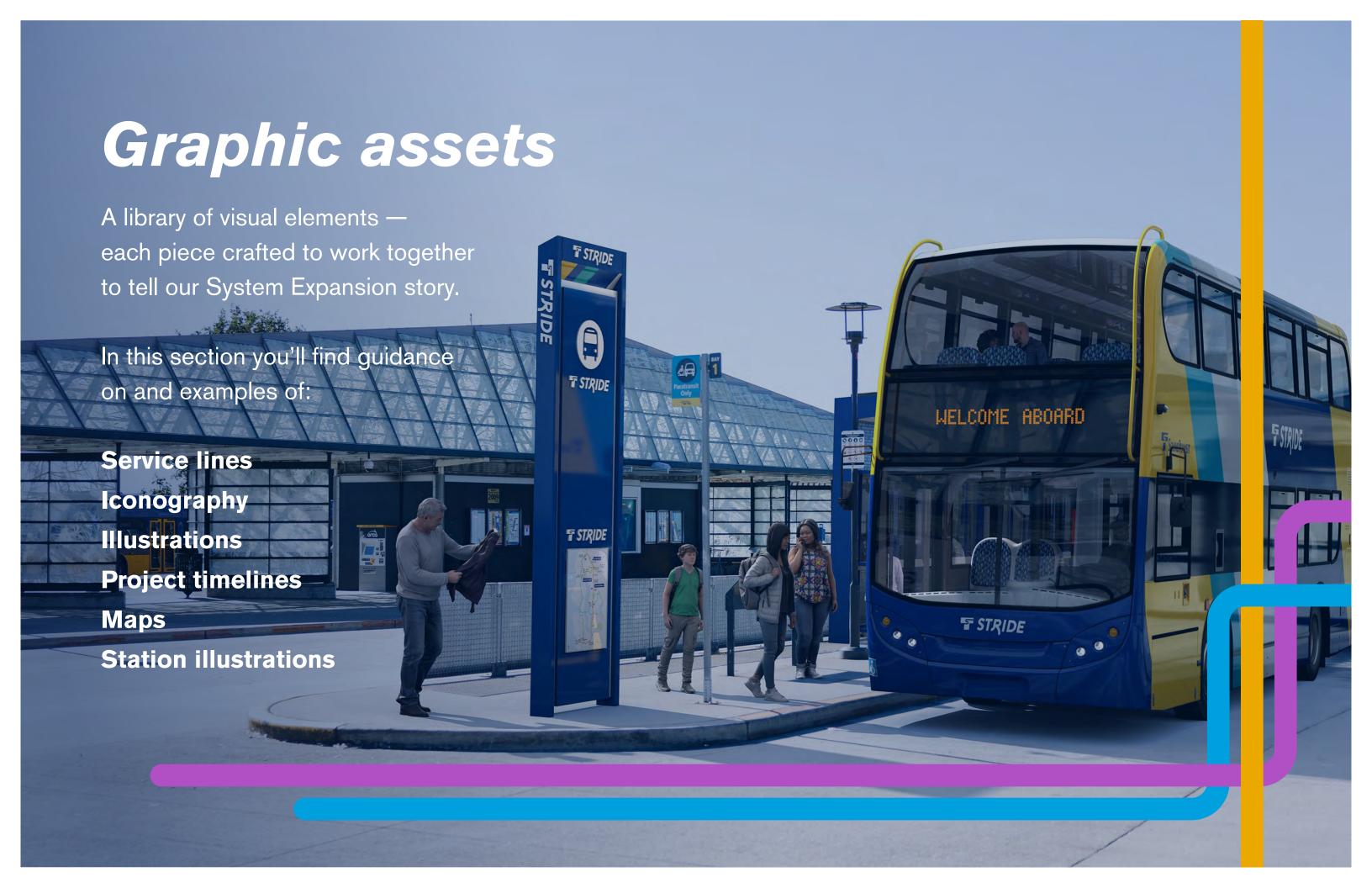
ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 10234567890

HIND BOLD

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

Usage





Overview

A library of visual elements — each piece crafted to work together to tell our System Expansion story.

Service lines



Iconography



Illustrations



Project timelines



Evergreen assets



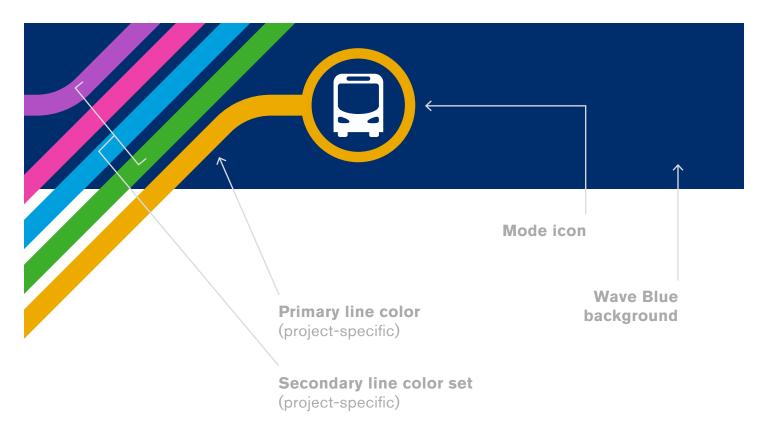
Dynamic assets



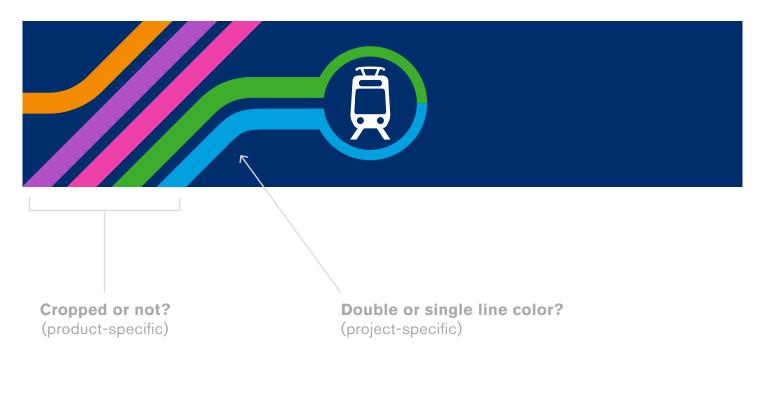
Service lines

Color plays an important role in the transportation services we provide. Operationally, color is a key part of the identity system — specific line colors represent specific service routes and modes. Our service line lockups act as a visual anchor for each System Expansion project package.

Anatomy of a service line lockup

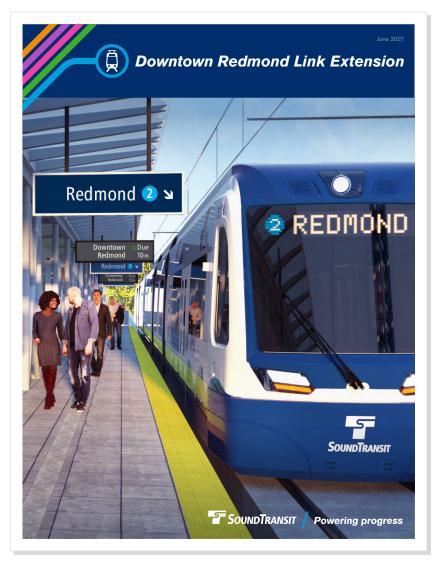


Considerations



Usage

Do this:



Correct usage of mode icons, primary and secondary line colors, crop and background color.



Expanding light rail Updates on route options, station planning Tell me more

Don't do this:



Too few secondary lines and primary line is off-center with mode icon.



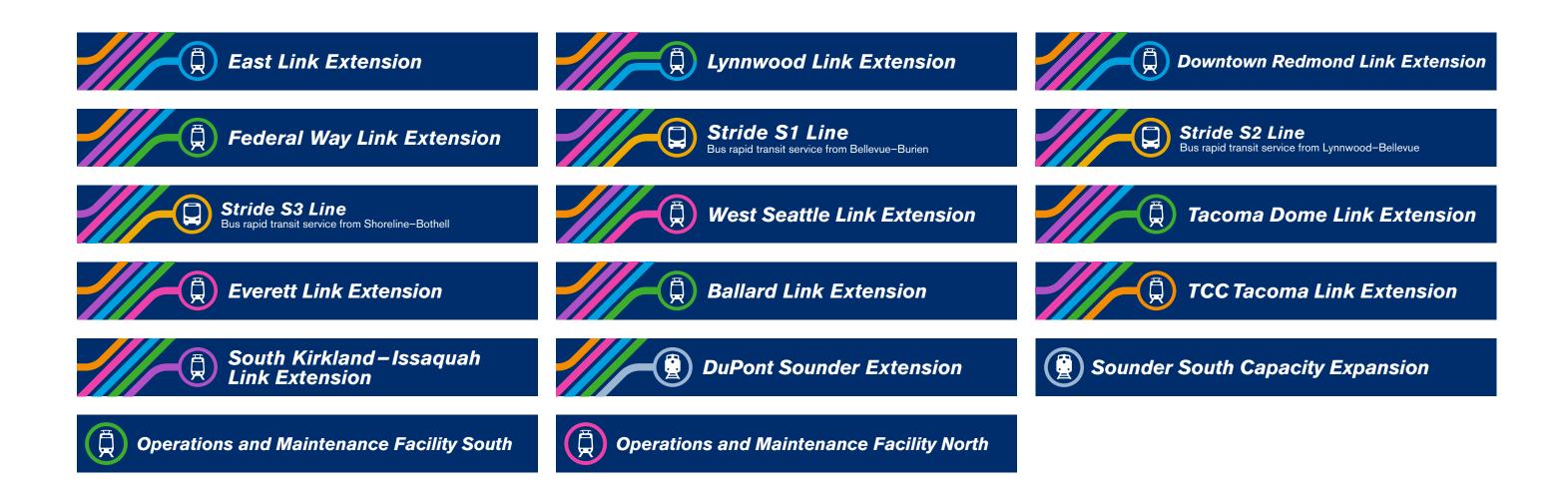
Incorrect mode icon, color treatment and spacing between lines.



Improper use of background colors.

Project identification

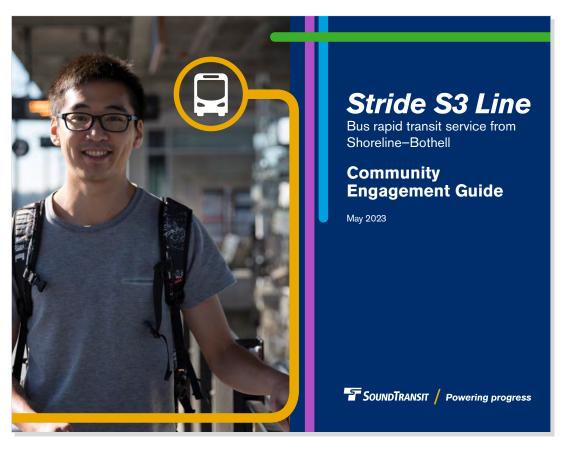
To familiarize our passengers with future service conventions, we introduce service line and mode icon colors early when a project is still in the planning, design, and construction phases.



Design flexibility

Service lines are project-specific, part of our identity, and can act as a visual tool to guide the eye to important messaging — in color or black and white.







Iconography

Our icons are universal. They share ideas that bypass language and literacy barriers and act as a visual language we use to help our passengers navigate our transit system. Our System Expansion icons are a branch of our larger icon family — simple, elegant shapes that successfully depict complex concepts and ideas.*



^{*}Above is a sample of the System Expansion icon library. Request the full library for all available options.



Core elements

Use simple illustrations, like these, in combination with other shapes and elements to create dynamic visual graphics. These and many more are available in the Sound Transit illustration library.*













People/passengers

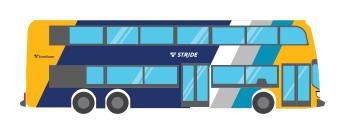
Accessibility

Diversity

Construction workers

Bicycles

Communication













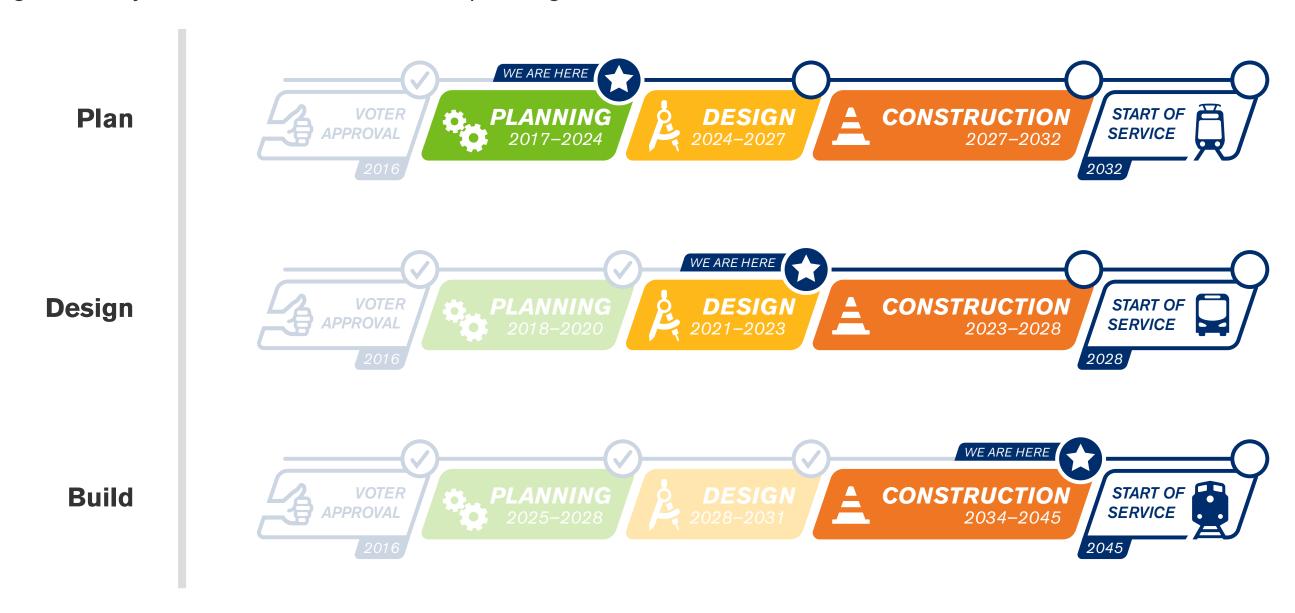
Cars/parking

Service modes

Project timeline

One of our most frequently used assets, the project timeline answers two important questions: "Where are we in project development?" and "When does service start?"

It's designed to adjust for less or more detail, depending on the communication need.*



Usage



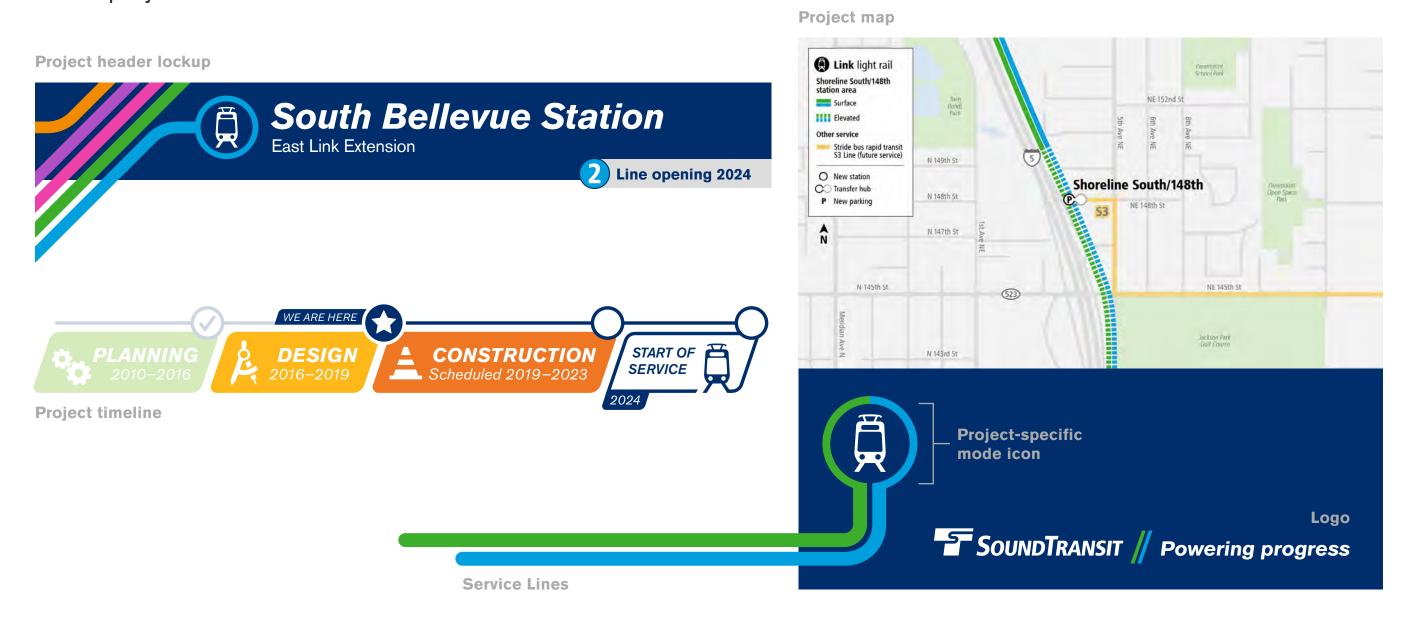
Background color:



May appear on Wave Blue (primary) or white backgrounds. Adjust elements according to background color and to maximize legibility. Example to the left reflects Wave Blue background standards.

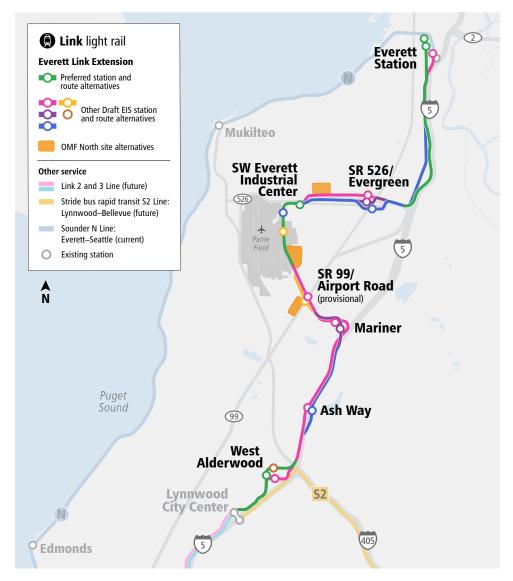
Evergreen assets

We rely on our evergreen assets to create a visual thread of consistency, acting as anchors in all of our templates throughout every phase of a project. They become familiar, recognizable, and associated with active projects and future service.

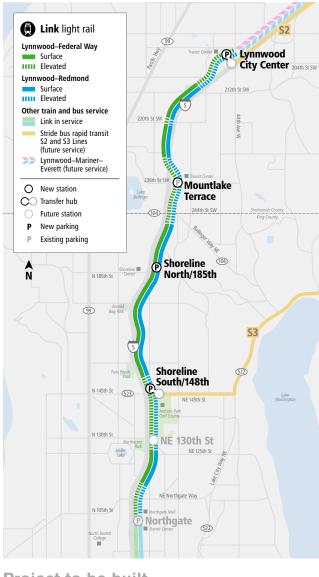


Project maps

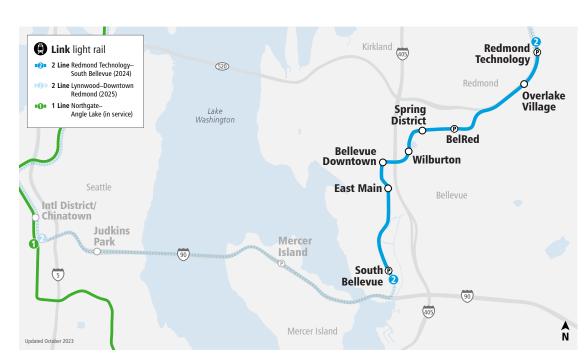
Maps are one of our most powerful communication tools and are used throughout the life of a project. While the foundational style stays consistent regardless of project phase, certain visual elements, like route line colors and styles, continue to evolve to tell the right story at the right time.*



Developing and identifying project routes (Plan phase; see more detail on page 34)



Project to be built (Design and Build phases)

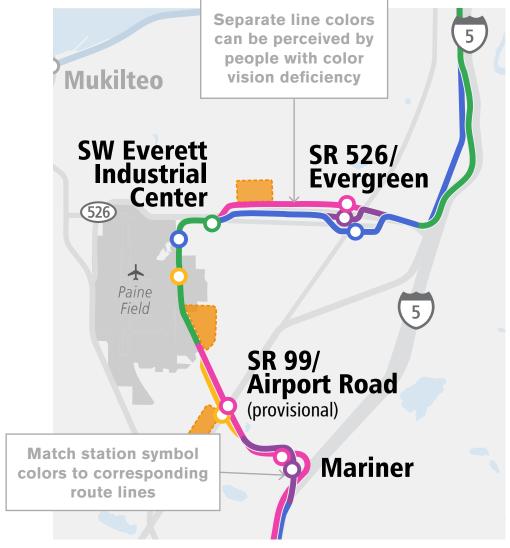


Pre-service (Build phase)

^{*}For additional guidance on project map styles as well as assets and templates, send a request to <u>STbrand@soundtransit.org</u>.

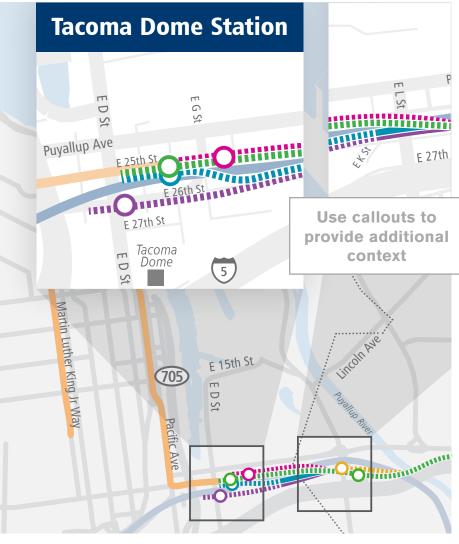
Maps for planning

When a project is the planning phase — alternatives development through environmental review — our maps show progressively evolving sets of route and station alternatives, or options, being studied. Each alternative should be as easy as possible to identify for all audiences, including those with color vision deficiency.



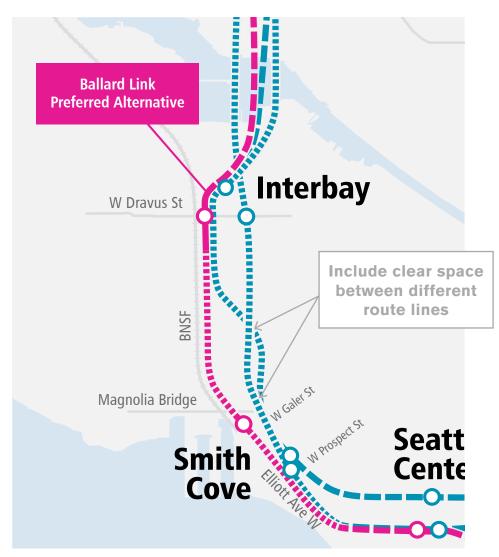
Alternatives development

The most route/station options, route profiles not yet the focus, color palettes identified by project teams (PEPD).



Environmental review

Narrowing alternatives, route profiles introduced, option to include detailed station area callouts.



Environmental review

Preferred alternative identified, option to simplify colors.

Dynamic assets

Project development starts with a representative line on a map and progresses to a final route and fully conceived station designs. As projects take shape, our primary imagery dynamically adjusts, too. Dynamic assets are paired with evergreen assets to create the most relevant and consistent experience.

Plan

Where is it going? In the PNW, our unique topography includes large bodies of water, visually interesting coastlines, and various inlets and rivers. This distinctive environment is a big part of our regional identity, and this makes it easy to identify our communities by the water surrounding them. Our visual approach uses deep-blue hued aerial images and bold route lines to represent project locations in early planning.

Design

What will it look like? As a project moves to design, we shift to imagery that inspires; a glimpse into what a future station may look like. These photo simulations are views from a platform with a train set in the background and a focus on passengers enjoying new stations and service. General in nature, these station images depict the common architectural elements and features our stations share.

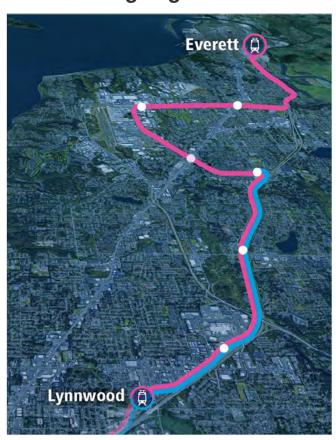
Build

Will I enjoy the ride? Our neighbors in project corridors are affected daily by construction. We help ease frustrations and see a brighter future through location-specific illustrations centered around lifestyle. This imagery speaks to the individual, the passenger experience just over the horizon, and conveys an improved quality of life.

Examples

Plan Design Build

"Where is it going?"



Aerial map and route
Corridor-specific geography
Deep-blue hued aerial imagery
Bold, project-specific service lines and icons

"What will it look like?"



General station illustration
Photo simulations
Views from platforms
Vehicle in background
Focus on passengers enjoying stations and service
Common architectural elements and features

"Will I enjoy the ride?"



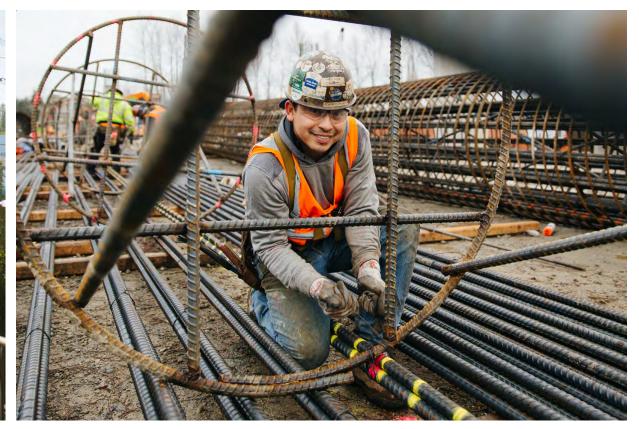
Site-specific station illustration
Photo simulations
Centered around location and lifestyle
Vehicle in background
Focus on passengers enjoying service
Neighborhood-specific architecture and landmarks

Photography

Before service starts, years of planning, designing, and building have gone into our projects. Our photography tells the story of the pre-operational journey; bustling public meetings, sky-high scaffolding, and the shine of finishing touches. Carefully curated photos reflect our promise to invite engagement, provide stations and shelters designed to meet the highest standards, and deliver a safe and accessible transit experience.







Looking for photos? Go to:

Inspire engagement

In the planning and design phases, we encourage and welcome public involvement. Our neighbors and future passengers help shape our transit system with their insights on where a route should go and what their future stations should look like. Photos of our public meetings are light, bright, and capture authentic moments. *Project phases: Plan and Design*

Do this:







Small work groups and interactions between ST staff and meeting attendees; people in the foreground with displays in the background for context; interesting perspectives. soundtransit.photoshelter.com

Don't do this:



Overly busy; anything that looks staged or contrived; people and/or meeting attendees who look angry or frustrated.

Connect with community

Often at the onset of a new project, it's our job to introduce ourselves to a new community or neighborhood in a welcoming and gracious manner. Having an understanding of each unique area, and its population, will help us better reflect the community, and the people who live there, in our photography.

Project phases: Plan and Build

Do this:



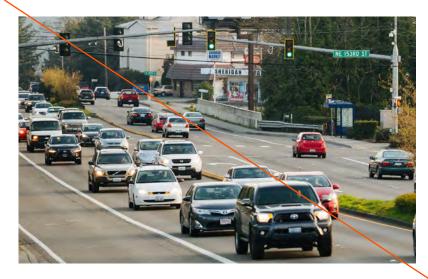




Capture people and neighborhoods anticipating future service; represent diversity in both environment and people; tell an interesting story of local experiences with people + product shots.

soundtransit.photoshelter.com

Don't do this:

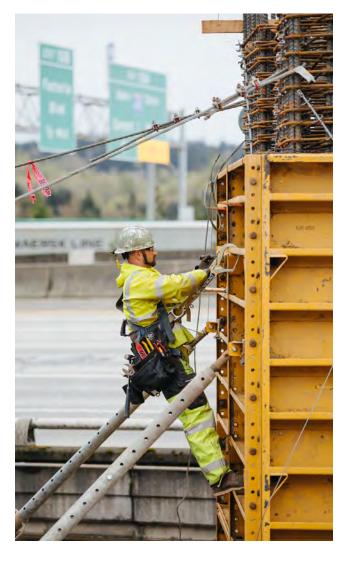


Overly general and lacking an interesting perspective or subject; photos without people.

Build a legacy

We get to plan, design, and build engineering marvels; underwater tunnels, tracks on floating bridges, and sweeping overpasses connecting our service to the greater region. Our awe-inspiring construction photos capture the massive scale of our projects, the skilled workers who build them, and the progress our crews are making on these projects. *Project phases:* **Build***

Do this:







Illustrate project scale with people next to structures and equipment; represent diversity and show the skilled people who build our service; demonstrate safety requirements; compelling perspectives.

soundtransit.photoshelter.com

*Do share compelling construction images on social media to show progress.

Don't do this:



Overly cluttered images with too much debris or equipment; photos that lack a focal point or strong subject.

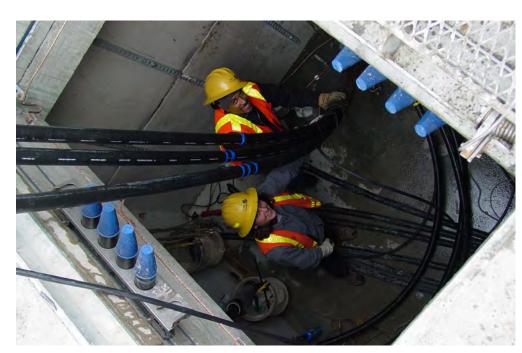
*Do not use construction photos to advertise a public engagement event or as hero images on high-level project collateral.

Define the impact

Our neighbors located near our active construction sites are affected the most. They may experience feelings of anxiety and uncertainty about construction and have questions about noise, dust, and temporary access limitations. To ease their anxiety, we show them what to expect.

Project phases: **Build***

Do this:







Descriptive images inside folios, flyers or alert emails that inform and educate those affected by construction; represent diversity and show the skilled people who build our service; demonstrate safety requirements and mitigation. soundtransit.photoshelter.com

Don't do this:



Generic images that don't describe a specific construction activity; photos that lack a focal point or strong subject.

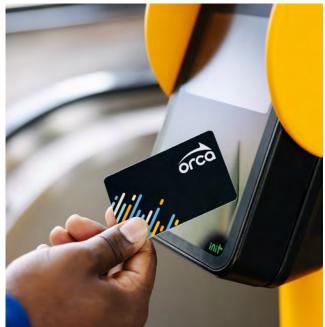
*Do not use construction photos to advertise a public engagement event or as hero images on high-level project collateral.

Ride into the future

Transit projects take years to build and come with a myriad of short- and long-term inconveniences. For our neighbors, it can be easy to lose sight of the big picture and the benefits that future service and an expanded transit system can bring. So, we do our best to remind them of what's to come — convenient, safe, affordable, and accessible transit options. *Project phases: Plan, Design, and Build*

Do this:





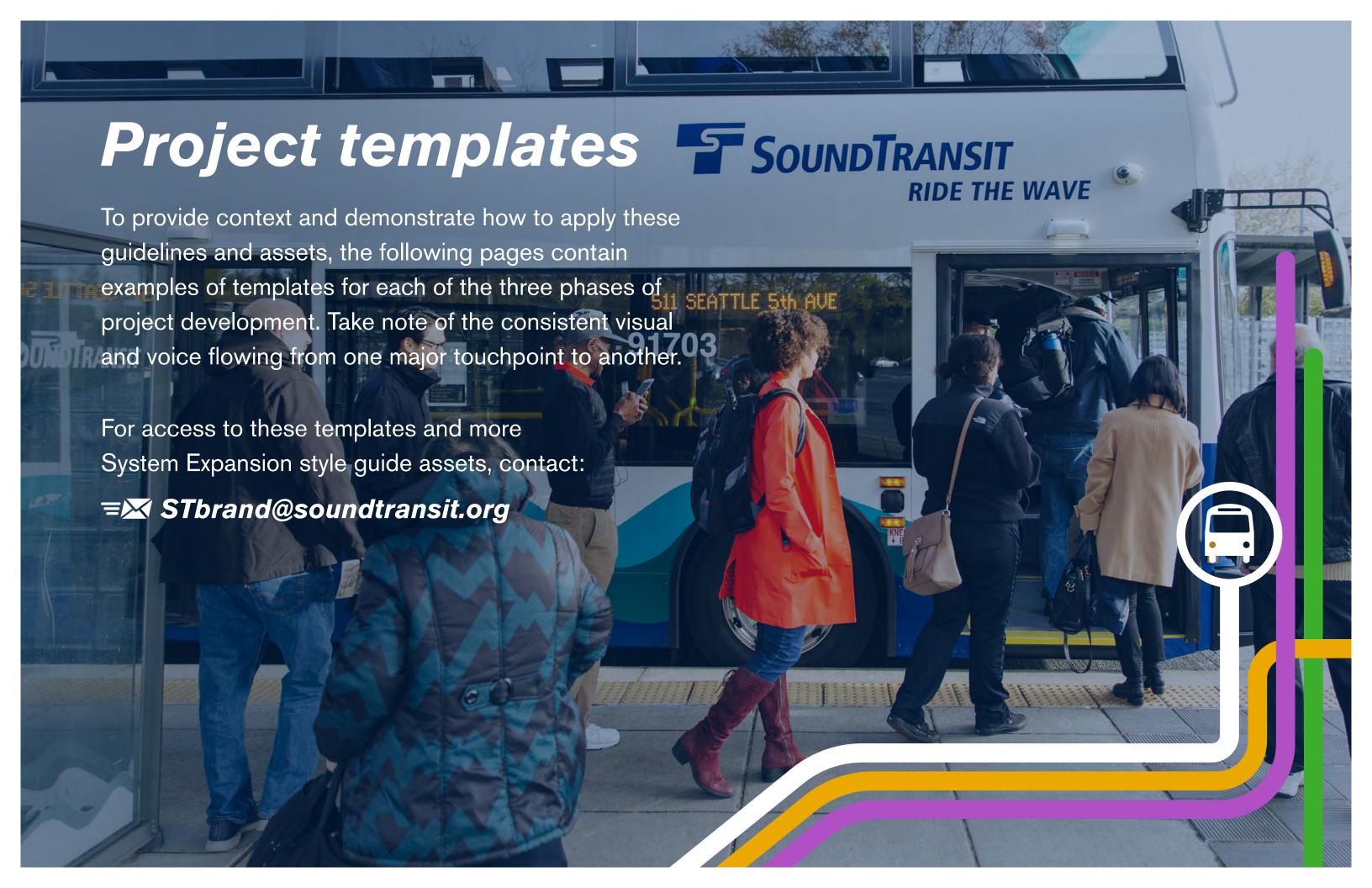


Photos focused on a diverse mix of happy and relaxed passengers both inside and next to vehicles; capture speed, size, and cleanliness of our vehicles; Platform images of passengers using the system with a visible vehicle and ST Wave in the background. soundtransit.photoshelter.com

Don't do this:

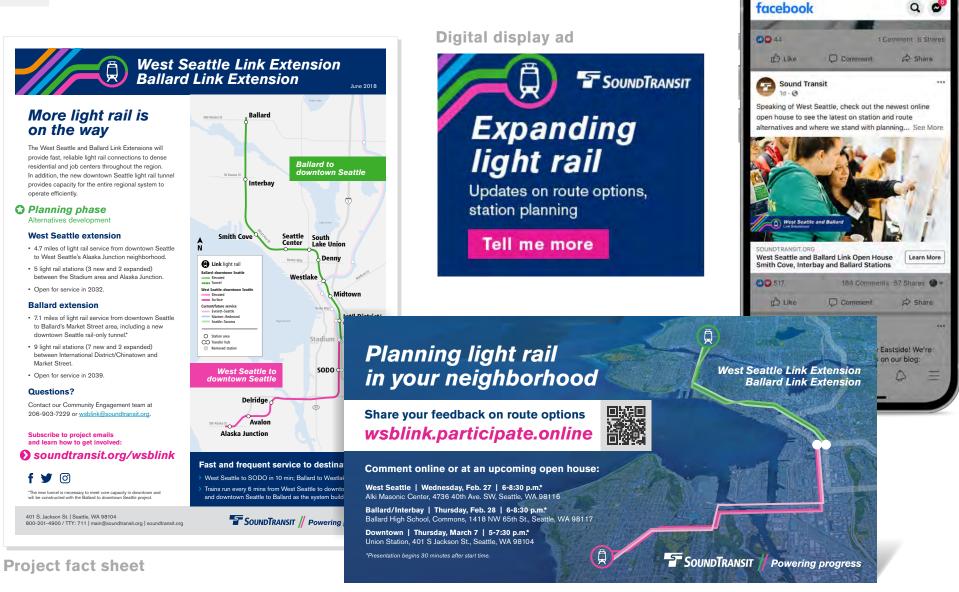


Photos with too many subjects and lacking a focal point; anything dark or gloomy; frustrated passengers or no passengers at all.



Plan

This is when a project is in the early stages of planning. It's our first opportunity to introduce a starting point for the project route and, in some cases, Sound Transit as a transit agency and service provider.



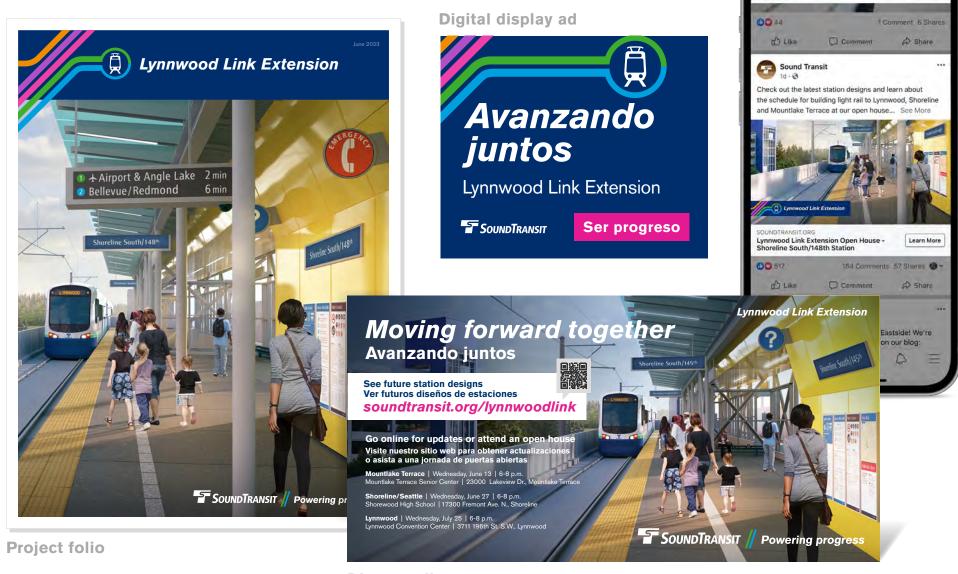
Direct mail



Social media (paid)

Design

This is when our projects go through the various phases of design, the service route has been established, and we shift focus to the future station experience.



Direct mail



Social media (paid)

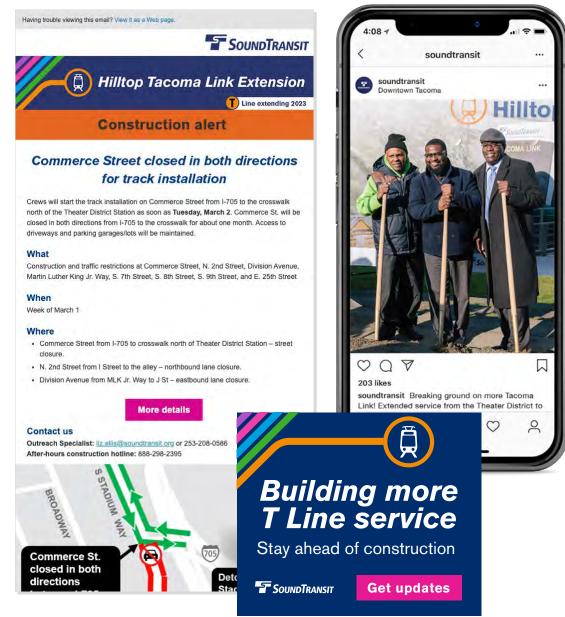
Build

This is when everything starts to take shape and construction starts to affect neighbors and communities. In this phase, we ease riders' and neighbors' frustrations by emphasizing the benefits of the future passenger experience and offer reassurance that we are here to help.



Guide to construction

Email alerts Social media (organic)



Digital display ad



For more information about this style guide and to request assets and templates, contact:

■ STbrand@soundtransit.org

