



# YOUR NEW HEADLINE

## AN ENGAGING SUBHEADLINE

YOUR DEPT./OFFICE NAME

YOUR.EMAIL@MAINE.EDU

207.581.XXXX

REPLACE ALL CONTACT INFO WITH  
RELEVANT EMAIL AND PHONE IF  
APPLICABLE. DELETE THIS BOX.

### TITLE/CALL TO ACTION HERE

Add body copy here. Keep it brief. Don't forget to  
remove this filler text!

#### Your text goes here, then add:

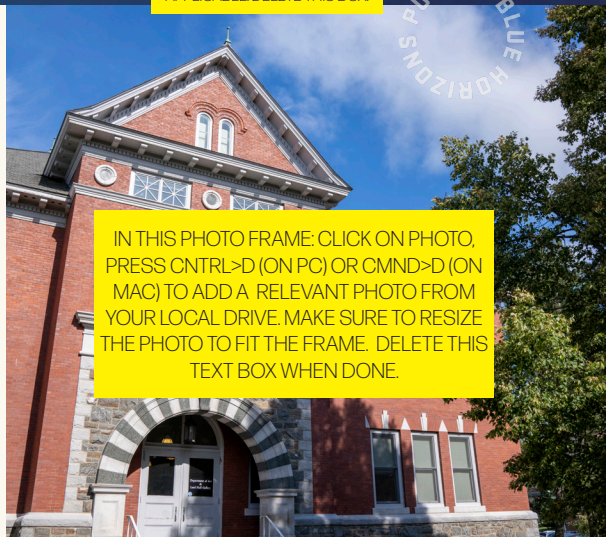
- First bullet point
- Second bullet point
- Third bullet point
- Fourth bullet point

ADD OR DELETE  
BULLET POINTS  
WHERE NEEDED.  
KEEP EACH BULLET  
POINT BRIEF. DELETE  
THIS BOX WHEN  
DONE.

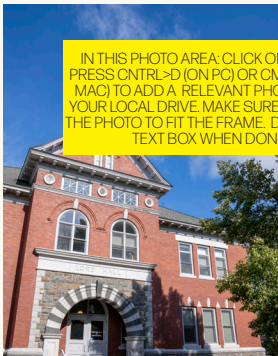
LEARN MORE AT

[UMAINE.EDU/YOURWEBSITE](#)

IF YOU HAVE A DEPARTMENTAL  
GRAPHIC MARK OR LOGO, YOU  
CAN ADD IT HERE. DELETE THIS  
BOX WHEN DONE.



IN THIS PHOTO FRAME: CLICK ON PHOTO,  
PRESS CNTRL>D (ON PC) OR CMND>D (ON  
MAC) TO ADD A RELEVANT PHOTO FROM  
YOUR LOCAL DRIVE. MAKE SURE TO RESIZE  
THE PHOTO TO FIT THE FRAME. DELETE THIS  
TEXT BOX WHEN DONE.



IN THIS PHOTO AREA: CLICK ON PHOTO, PRESS CNTRL>D (ON PC) OR CMND>D (ON MAC) TO ADD A RELEVANT PHOTO FROM YOUR LOCAL DRIVE. MAKE SURE TO RESIZE THE PHOTO TO FIT THE FRAME. DELETE THIS TEXT BOX WHEN DONE.



Your department name  
Your department mailing  
address

CHANGE THIS TO THE  
RELEVANT DEPARTMENT  
INFORMATION. DELETE THIS  
BOX WHEN DONE.

## TITLE/CALL TO ACTION HERE

Add body copy here. Keep it brief. Don't forget to remove this filler text!



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EO STATEMENT MUST REMAIN  
ON THE POSTCARD. DELETE  
THIS BOX.

DO NOT PUT ANY GRAPHICS, PHOTOS  
OR TEXT IN THIS WHITE AREA. (MAILING  
PURPOSES) DELETE THIS BOX.