

# Guidelines for Large Print

(The title is in a size 28 font. This statement in brackets is size 18. The rest of the document is size 24.)

Use a simple font such as Arial or Verdana or Century Gothic

Text should be 18 points minimum size

Make your menus or literature 8 1/2 by 11, with page numbers and an index.

Use a spiral binding so it can be folded in half for easy handling.

Laminate the front and back cover for protection, but since glare can be a problem, don't laminate the inside pages.

\*nothing smaller than this – size 18 font.