



SPIRE-AST-COM-001679

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-2-

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### Company Logos from all H/P subcontractors

Dear Sirs,

New designs for ESA Herschel/Planck public relations material are being planned for the end of this year. Amongst them ESA will produce new high quality posters with more recent and appealing representations of both spacecraft. ESA intends this



From: A. K. v. Ivády  
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-3-

poster to contain as well the logos of all the major companies involved in the Herschel/Planck Project in order to give the observer an idea of the industrial undertaking required for this activity.

As such EADS Astrium requires from each one of you by the 30<sup>th</sup> of September 2003 a compilation containing the files with the official logos of your own company and those of your contractors, according to the following instructions:

- Provision of the industrial breakdown structure for your contract within the Herschel project in a graphic form (with inclusion of major suppliers).
- The logos must be high quality files with a good resolution, and not poorly scanned material
- Each one of you must make sure you include all your contractors.
- The level of sub-sub-contract which will be included is yet to be decided.
- The name in the logo should come in the short form (e. g. SENER, instead of SENER Ingenieria y Sistemas S.A.).
- Where various branches or subsidiaries of one conglomerate are part of the consortium (e. g. Alcatel Space, Alcatel ETCA, Alcatel Denmark, Alcatel Espacio) ESA will decide if one or more logos are displayed. But the compilation from you must contain all logos.
- In your compilation each logo shall be in its own individual file, instead of one file containing all logos. This is needed to facilitate the work of the company designing the posters.

We trust that the new posters will be a marked improvement over the currently existing ones. Once the new PR material is produced we will make them available to you.

Your electronic files shall be submitted as CD ROMs for the attention of Mr. A. K. von Ivády.

Let us know if you have any questions.

Kind regards

**EADS Astrium GmbH**

*[Handwritten signature]*  
i. V. W. Rühle

*[Handwritten signature]*  
i. A. F. Reuß