

UNIT EMBLEM DESIGN CHECKLIST

Unit emblems must reflect favorably on Civil Air Patrol and the United States Air Force; be original, distinctive, dignified, and in good taste; and be non-controversial. Emblem design should be uncluttered and as simple as possible.

- Follow instructions in CAPR 110-3 and use this checklist to ensure your design complies with the regulation.

Standardized Heraldry IAW CAPR 110-3, Section 6

- Squadron Emblems are displayed on discs
- Squadron Emblem with motto has 2 scrolls. Display the unit motto on the scroll above the disc and display the unit name on the scroll below the disc.
- Squadron Emblem without a motto has 1 scroll. Display the unit name in a scroll below the disc.
- Mottoes and Unit Names will not exceed **30 characters and spaces**. Scrolls are generally 90, 120, or 150-degree arcs to accommodate the characters. If two scrolls are used, they will be the same size.
- Unit names will be fully spelled out. If exceeding the space allotted, then names can be shortened using CAP standardized abbreviations: Composite Sq, Comp Sq, Cdt Sq, Senior Sq, Gp

Design Elements IAW CAPR 110-3, Section 7.3

- All symbols and elements are placed inside the disc (for squadrons) or shield (for groups).
- No more than three Design Elements
- Design does not contain unauthorized symbols, caricatures, military or CAP symbols/badges/insignia, cartoons, etc.
- Does not include gambling/games, instruments of war/weapons, emblems of royalty/nobility, recognizable aircraft.
- Does not violate trademark or copyright laws. Written permission of owner must be submitted.
- Does not include very small details that are difficult to reproduce or embroider.
- Overall emblem design is uncluttered and as simple as possible. A simple, clean design is much easier to reproduce
- Horizontal elements face to the bearer's (wearer) right side.
- Does not contain the CAP Logo/Flying V (triangle and propeller or roundel may be used)
- Numbers, letters, or text can only be used inside the scrolls or arcs. No unit charter numbers

Mottoes IAW CAPR 110-3, Section 7.4

- Meaningful and in good taste
- Does not repeat words from unit's name/designation. (e.g., "Cadet" in the motto of a cadet squadron).
- Does not use punctuation such as dashes, dots, commas, explanation marks or quotation marks
- Do not use acronyms, abbreviations, or numerals
- Mottoes in English are preferred, but if in a language other than English, provide an accurate English translation in the request for approval

Colors IAW CAPR 110-3, Section 7.5

- Does not contain metallic colors, glitz, highlights, dilution, shading, or other special effects
- No more than 6 colors used including black & white
- Follows the heraldic "rule of tincture". Section 7.5.3
- Uses official CAP colors. Section 7.5.4. See CAP brand guide at [Colors - Brand Guide & Logos - Civil Air Patrol](#)
- Group (or higher) scrolls incorporate a white background, edged in Air Force Yellow (Pantone 116 C) with Ultramarine Blue (Pantone Reflex Blue C) lettering.
- Squadron scrolls may be any color, border of disc and scroll is not white, the **border of the disc and scroll are the same color as the lettering**.

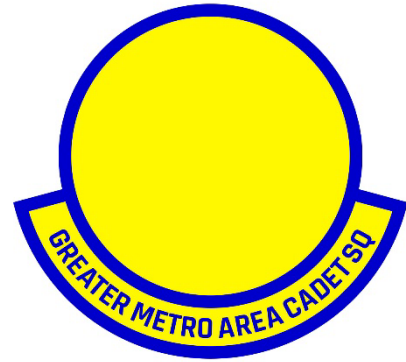
Disc with One Scroll
(unit name only)



90-degree Arc



120-degree Arc



150-degree Arc

Disc with Two Scrolls
Top: Motto
Bottom: Unit Name



90-degree Arc



120-degree Arc



150-degree Arc

Shield and Scroll
(Group, Wing, or Region only)

