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| How do you get started with this template? You can use this fresh, professional brochure just as it is or easily customise it.  We’ve included a few tips throughout the template to help you get started. |  | Smart pictures To change pictures in this brochure, view the background in the header. Then select the image and on the Drawing Tools > Format tab of the ribbon select Shape Fill > Picture. You can then fill the shape with your new picture. |  | Charity name  Subtitle here |
| “INSERT A  QUOTE HERE” |
| “INSERT A  QUOTE HERE” | Bar chartInsert some icons here to make your point.  UserGo to Insert on the ribbon and select Icons.  You can change the colour of the icon to suit, then drag and drop it in place. |

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| What do you include in a brochure?Here are a couple of ideas… This spot would be perfect for a mission statement. You might use the right side of the page to summarise how you stand out from the crowd and use the centre for a brief success story.  (And make sure that you pick photos that show off what your company does best. Pictures should always dress to impress.) |  |  |  |  |
| Think a document that looks this good has to be difficult to format? Think again! We’ve created styles that let you match the formatting in this brochure with just a click. On the Home tab of the ribbon,  take a look at the Styles gallery. |
| Our Products and Services You could include a bulleted list of products, services or major benefits of working with your company. Or just summarise your finer points in a few concise paragraphs.  We know you could go on for hours about how great your business is. (And we don’t blame you – you’re amazing!) Just remember that this is marketing – if you want to grab their attention, keep it brief, friendly and readable. |
| Type a caption here for your photo |  |