

## PROJECT ORDER FORM

### PROMOTIONAL CAMPAIGN PACKAGE

Please indicate below the items needed for your project, including timescale, whether or not you are supplying visuals or require us to arrange print.

Package prices start from £150 (not including printing).  
An estimate will be supplied for approval upon the submission of this form.

- Poster** (A4/A3/A2 > landscape or portrait)
- Invitation** (A6, landscape or portrait)
- Flyer** (A5, 1-sided / 2-sided)
- Banner** (1x2m, landscape or portrait)

- » All items are supplied as print-ready PDFs.
- » Digital versions of items required are also supplied (JPEG/PNG) for use online/social media.

#### Design delivery date required:

This is for supply of print-ready PDFs of each item you require. Remember to discuss with your printers how long they will need to produce the items and get them to you.

Alternatively, if you would like us to arrange printing just let us know – we will be happy to discuss specifications and supply you with a print estimate.

#### Deadline for sending content to us:

Text must be supplied proofread and in full, along with all visuals and logos a minimum of 2 weeks before required design delivery date. Please indicate the earliest date you are able to supply us with all your content in digital format.

#### Supplying images / visuals / logos?

**No**     **Yes** – please give details:

Please submit completed form to email address below.

We will contact you as soon as possible with an estimate tailored to your project.

Just let us know if you've any queries!