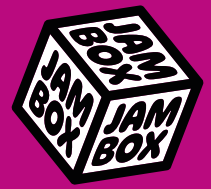


GRAPHIC DESIGN REQUEST FORM



Please fill out the form to the best of your ability. If you have a bespoke request, please use the additional information box at the bottom of this form. I'm here to help so if you have any questions feel free to drop me a message or an email any time. When you have finished filling out your form please save a copy to your desktop and email to sam@jamboxcreative.co.uk

CUSTOMER DETAILS

Name

Company

Email

Department

Tel

Position

DUE DATE FOR COMPLETION

Date submitted

Please note: if you require your project to be printed you must also allow for the print lead times on top of the design times. On average please allow 2 - 3 working days for digital printing and up to 10 working days for bespoke / Litho printing

Deadline for project

PROJECT DETAILS

Name / Job description

Briefly describe this project

(eg. Brand identity, logo, poster, booklet, social media assets)

Intended Audience

Do you already have an existing website or instagram account you can share with me?



Do you have any special instructions or supporting documents you can share

(ie, specific colours requirements, inspiration Logos, guidelines or images)

Yes

No

DESIGN SPECIFICATIONS

Will the artwork be printed?

Yes

No

Will the artwork be required for web?

Yes

No

Finished artwork size?

Pixel dimensions?

File format required?

File format required?

ADDITIONAL INFORMATION