

## DESIGN & MARKETING WORK REQUEST

Submitted by:  Date Submitted:

Supervisor name:  Supervisor approved (if necessary):

Cost centre/s:  Account:

Date of event (please allow at least a week before an event if possible):

Purpose (what are the primary goals of this product/design/event/update?)

Design product:      
Quantity:  Quantity:  Quantity:  Quantity:

Other (please note there is a separate form for business cards):

Draft text/information:

Files will be emailed:

Graphics (logos, photos etc) will be emailed:

Please send to [design@anglicare.com.au](mailto:design@anglicare.com.au)

