



ARTWORK DESIGN REQUEST FORM

Today's Date: ___/___/___

Needed for: Magazine Annual Directory Other: _____

To be published in: Grain Journal Feed & Grain Magazine NPN Ethanol Producer Other: _____

Size: 1/16 page 1/8 page 1/4 page 1/2 page Full page Other: _____

Dimensions: _____" width by _____" height Orientation: Horizontal Vertical Other: _____

Mode: RGB CMYK Grayscale Resolution: > _____dpi

Color: B/W 1 color (PMS:____) 2 color (PMS:____, ____) 3 color (PMS:____, ____, ____) 4 color

Required submission file type: TIF PDF JPG BMP Other: _____

Include as text copy: _____

Rough draft due: ___/___/___ Submit to: Marketing Manager at marketing@summit-soft.com

Completed art due: ___/___/___ Submit to: _____ at _____

at _____@_____.com or FTP to _____

(JUNIOR DESIGNER USE ONLY)

Completed: ___/___/___ Time spent on project: _____ Designer: _____

Classification: New Revision Master file location: P:\lesa\PrintMarketing_____

Submitted draft to Marketing Manager for review: ___/___/___ Revisions completed: ___/___/___

Approved art submitted to publisher: ___/___/___

(MARKETING MANAGER USE ONLY)

Draft approved: Yes No ___/___/___ Revision approved: Yes No ___/___/___

Notes: _____
