



Graphic Design Request

One's request must be submitted **THREE WEEKS** prior to event. Please fill the information below with as much detail as possible for quick results. Once you've finished filling out this form please e-mail it to csavpmarketing@student.concordia.ab.ca

General Information

Event Organizers: _____

Event Name: _____

Event Date and Time: _____

Event Location: _____

Design Request

Colour Theme: _____

Photo Info: _____

If a specific photo is needed on your poster, e-mail VP Marketing the PDF version of your file.

Template: _____

Shapes: _____

Text Ideas: _____

Information: _____

If there is any additional information you want on your poster like a special quote etc. please fill it out in the information section above.

Drawing:

Please use the space below to draw out your design.

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