

Marketing Request Form

1 PROJECT TITLE

2 DESIRED DELIVERY DATE

3 HAS THIS PROJECT BEEN BUDGETED?

☐ YES ☐ NO ☐ NOT SURE

4 WHAT IS THE SCOPE OF THE PROJECT?

- ☐ Large Project (ex. Proposal, webpage buildout, marketing assistance with events)
- ☐ Small Project (ex. Short remarks for an event, brochure/flyer, org chart, ads)

5 DESCRIPTION OF THE PROJECT (SELECT ALL THAT APPLY)

- ☐ PRESS RELEASE
- ☐ SOCIAL MEDIA
- ☐ MARKETING MATERIALS - AD/BROCHURE
- ☐ INVITATION
- ☐ FLYER
- ☐ SPECIAL EVENT
- ☐ COMMUNICATION - INTERNAL/EXTERNAL
- ☐ MARKET RESEARCH
- ☐ VIDEOGRAPHY PRODUCTION
- ☐ MARKETING CAMPAIGN
- ☐ SEMINAR OR CONFERENCE
- ☐ DISPLAY SIGN/BANNER
- ☐ WEBSITE
- ☐ PHOTOGRAPHY
- ☐ PROMOTIONAL MATERIALS & BRANDING
- ☐ MARKETING STRATEGY
- ☐ MYATLAS CONNECTION
- ☐ ATLAS INSURANCE AGENCY FOUNDATION
- ☐ OTHER

ANY ADDITIONAL DETAILS REGARDING THIS REQUEST?