



# Graphic Art Job Request form

Return completed via fax to: (08) 9192 6127 or via email to: md.kamsc@westnet.com.au or drop into the Health Promotions Bardwell Street office. Phone (08) 9192 6435 for queries.

Date  
Job in:

Date  
Required by:

Requested  
by (name):

Unit / business/  
Department:

Contact info:

Associated  
Project:

Job Description:

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Print Quote Required?:

Signed: **X**

## To be completed by designer

Date first proof out:

Date complete:

Sent to printers:

Printer Details:

Date of Invoicing:

Invoice sent to: