

Professional Visual Solutions For Your Business

UNIVERSAL MOJO

JOB REQUEST FORM

NOTE the blank fields in this PDF document can be filled out in Adobe Acrobat.
Please fill out this form as accurately as you can and email it to info@universalmojocom.au

YOUR DETAILS

Name: _____ Email: _____ Phone: _____
Company: _____ ABN No.: _____
Address: _____
Special instructions: _____

PHOTOGRAPHY REQUIRED? Yes No

Event date: _____ Quantity of photos required: _____
Event address: _____
Date required: _____ Image resolution: 300ppi 72ppi Not sure Other
Size of digital photos required: 6x4In 7x5In A5 A4 A3 Not sure Other
Colour of photos required: RGB CMYK Greyscale Not sure Other
Preferred digital file delivery method: Email Dropbox link Disc Other

DESIGN REQUIRED? Yes No

Date required: _____ Quantity of designs required _____
Size required: A6 A5 A4 A3 A2 A1 DL Not sure Other
Design colour requirements: RGB CMYK Greyscale Not sure Other
Preferred digital file delivery method: Email Dropbox link Disc Other

PRINTING REQUIRED? Yes No

Total pages: _____ Number of kinds: _____ Total quantity: _____
Date required: _____ Orientation: Portrait Landscape 1 sided 2 sided
Finished size of prints required: A6 A5 A4 A3 A2 DL Other
Print colour requirements: CMYK Black only Not sure Spot colours
Paper type required: Matt Gloss Uncoated Not sure Other
Paper thickness GSM: 90 100 130 150 170 200 250 300 350 Other
Additional finishing requirements: Folding Varnishing Formecut Other
Delivery address: _____

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