

ORDER CHECKLIST

Name Of Establishment: _____

City: _____ State: _____

For Office Use Only

-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-

For Independent Contractor's Use

-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-
-

- ORDER CHECK LIST
- Establishment Agreement: New Renewal In Office
- Settlement Form
- Advertiser's Checks Advertiser's Agreements Advertiser's Ad Copy Layouts
- Approval Form
- Establishment Copy Form
- Printed Area/City Map (all Maps to be Highlighted)
- Establishment Map (Best Possible)
- Style Sheet/Ad Locations Sheet
- Number of Ads (_____)
- # of Guest Guides Formula
- Paper Stock Gloss Matte
- Check List - Initial/Exit Meeting
- Proofs Required - Campground Corporate Hard Copy
 Email Rep Email
- QR Code Form
- Internet Form
- Banner Form
- Lamination Form
- Guest Guide Change Form
- Sample of Current Guest Guide
- Seasonal Operating Dates & All Year

Dates Closed From _____ To _____ **Do Not Ship Until** _____

Contact when Closed Name: _____ Phone # _____

-
-

Additional Information:

