

blüm

REQUESTER NAME: _____

POINT OF CONTACT NAME: _____

POINT OF CONTACT EMAIL: _____

DATE: _____

PRODUCTION ITEM REQUEST FORM

PRODUCT

WHAT IS THE ITEM? _____

1

EVENT/ PROMOTION

IS THIS ITEM FOR AN EVENT OR PROMOTION? IF SO, PLEASE EXPLAIN. _____

2

REGULATIONS

ARE THERE ANY REGULATIONS OR ITEMS REQUIRED? IF SO, PLEASE EXPLAIN. _____

6

DUE DATE

WHEN IS THE ITEM NEEDED BY? _____

3

CONCEPT/ COPY

WHAT IS THE VISION & COPY REQUIRED FOR THE ITEM? _____

7

VENDOR

WHO IS THE VENDOR? PLEASE PROVIDE CONTACT. _____

4

PRODUCT DETAILS

QUANTITY? _____
DIMENSIONS? _____
FILE TYPE NEEDED? _____
ADDITIONAL DETAILS? _____

5

REQUIRED

PLEASE PROVIDE THE FOLLOWING ITEMS

COPY PHOTOGRAPHY ALL INFORMATION ON REQUEST FORM

8

ADDITIONAL INPUT

ANY OTHER THOUGHTS? _____

9

PLEASE CHECK ALL THAT APPLY

- | | | |
|---|--|---|
| <input type="checkbox"/> BLUM INTERNAL | <input type="checkbox"/> IN-STORE | <input type="checkbox"/> WEBSITE |
| <input type="checkbox"/> NXX ELEVATE | <input type="checkbox"/> APPAREL / MERCHANDISE | <input type="checkbox"/> SOCIAL MEDIA / DIGITAL |
| <input type="checkbox"/> NEW PRODUCT LINE | <input type="checkbox"/> MARKETING - PRINTS | <input type="checkbox"/> OTHER: _____ |