

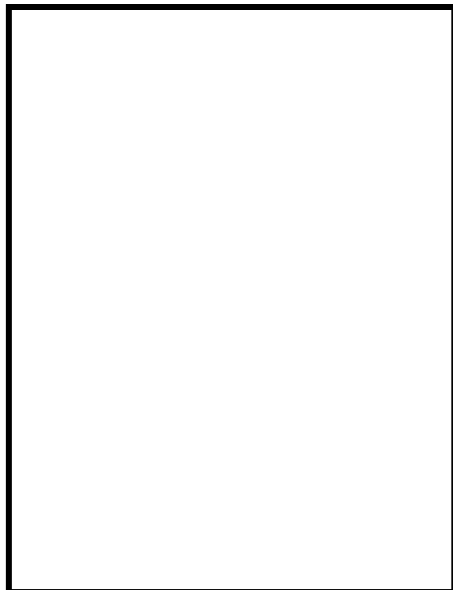


Poster Design Request Form

Campus Activities and Orientation (CAO) will design posters as a service to student organizations. Poster requests must be made at least one week prior to the due date. Please turn this form into one of the CAO offices in the Auggie's Nest. A proof will be sent to you via email within 2-3 days of submitting this form.

CAO is not responsible for the cost of printing posters or for hanging any posters around campus.

Name of Student Organization		
Name of Contact Person		Student ID #
Augsburg Email	Phone #	Campus Box #
Date Ordered	Date Due	
Poster Size <input type="checkbox"/> 8.5" x 11" <input type="checkbox"/> 11" x 17"	Poster Orientation <input type="checkbox"/> Landscape <input type="checkbox"/> Portrait (recommended for digital screens use)	



In the space provided on the left, please sketch what you would like your poster to look like. If there are any specific images you would like used, please indicate that and CAO will contact you regarding further specifications.

Other instructions or text to be included:

For any questions regarding this form, or for more information about poster designs, please contact Campus Activities and Orientation at 612-330-1418.