602 South Main, Joplin, MO 64801
phone: 417.625.4789 fax: 417.624.7948

Artwork/Design Approval Form

Instructions: Complete sections A and B below. Fax or mail completed approval form along with the product sample/proof to be approved to 417.624.7948 or mail to the address above.

Please allow 5 full business days for approval.

Artwork MUST be approved with a signature before it goes out in order to qualify for reimbursement.

SECTION A:

TO:	Martha Getz	FROM:	
COMPANY:	Joplin CVB	FAX #:	
FAX#:	(417) 624-7948	DATE:	

SECTION B:

# of Pages (including cover):

Date Submitted:

Participant Organization:

Description: (Include artwork, video tape, audio tape or CD or script, etc. For print ads, also include ad dimensions, publication that the ad is appearing in and date for ad drop. For other printed materials also include dimensions.)

SECTION C: **Response to Approval Request**

Approved _____ _____

JCVB Approval Signature Date

JCVB Comments: "It is the responsibility of the participant to ensure all fund **ed materials contain the current** JCVB logo of the correct size in order to qualify for reimbursement."