

Flat Rate Sheet

There's no need to wait for an estimate - design can begin immediately!

Simply fill out this form, have it signed by the department's budget Director, and turn it into the Creative Services Traffic In-Box with your Clients & Profits Job Ticket. Rates apply to standard updates to existing creative such as logo updates, minor copy changes, minor size adjustments. For any projects requiring new concepts, extensive photo research, major copy replacement, or layout design - please contact your assigned Creative Services contact to have a labor estimate generated.

Print Ads		Qty:	Rate	
Updates only	<input type="text"/>	<input type="text"/>	\$150	Total Cost: <input type="text"/>
Resize & Updates	<input type="text"/>	<input type="text"/>	\$190	Total Cost: <input type="text"/>
Resize & Revisions	<input type="text"/>	<input type="text"/>	\$235	Total Cost: <input type="text"/>

Web		Qty:	Rate	
Web Banners/ Buttons - Static	<input type="text"/>	<input type="text"/>	\$125	Total Cost: <input type="text"/>
Web Banners/ Buttons - Rotating	<input type="text"/>	<input type="text"/>	\$165	Total Cost: <input type="text"/>
Web Banners/ Buttons - Resizing	<input type="text"/>	<input type="text"/>	\$210	Total Cost: <input type="text"/>
Web ECRMs - Templated	<input type="text"/>	<input type="text"/>	\$275	Total Cost: <input type="text"/>

Total to be billed:

Project Name: _____

C&P Job #: _____

Final Due Date: _____

Client Contact: _____

Dept #/Acct Code _____
3-digit / 6-digit (ie: 302/662200)

The selected rates listed above carry a contingency of +/- 10%. Any revisions, additions or deviations to the project specs listed above may result in additional charges. This rate card must be signed by a Department Director, including a dept. and account #, prior to project initiation or materials being released from Creative Services. This rate card replaces a C&P estimate, and by signing it you will be charged all costs incurred on cancelled jobs, including labor and out-of-pocket costs.

Signature of authorized P/L Director

Date