



# LETTERHEAD Design Request Form

Fill out form & email to [clairemenegatti@yahoo.com](mailto:clairemenegatti@yahoo.com)  
 Invoice sent within 48hrs of request.  
 Design work follows payment.

1. I already have a high resolution logo: **\$25**
  - receive 3 graphic images to chose from
  - 1 FREE revision; additional revisions: \$5 each
  - ETA:** 2 business days after payment (w/zero revisions) (+24hrs. per revision)
  - + 1 FREE Future Text Revision to assist you as your business grows/changes
- I already have a low resolution logo: **\$50-\$75**
  - receive 3 graphic images to chose from
  - 1 FREE revision; additional revisions: \$5 each
  - ETA:** 3 business days after payment (w/zero revisions) (+24hrs. per revision)
  - + 1 FREE Future Text Revision to assist you as your business grows/changes
- I need a Logo & Letterhead Designed: **\$157-\$337**
  - recieve 20% package deal on both Logo & Letterhead design.
  - For more info on logos, visit LOGO PDF
  - receive 3 graphic images to chose from for your Letterhead Design
  - 1 FREE revision for your Letterhead Design; additional Letterhead revisions: \$5 each
  - ETA:** 2 business days after logo design finished (w/zero revisions) (+24hrs. per revision)
  - + 1 FREE Future Text Revision to assist you as your business grows/changes

2. Your Name: \_\_\_\_\_ Your Email: \_\_\_\_\_

3. Company name: \_\_\_\_\_ Company Website: \_\_\_\_\_

4. Company Social Media: Facebook: \_\_\_\_\_ Instagram: \_\_\_\_\_

5. What does your company do? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

6. Do you want your Design to be Black & White or Color? \_\_\_\_\_

7. Copy (Avoid revision fees & ensure everything is spelled correctly): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. How did you hear of Studio Gatti? \_\_\_\_\_

9. Any Questions? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EMAIL This Form, completed to [clairemenegatti@yahoo.com](mailto:clairemenegatti@yahoo.com)  
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**WHAT YOU WILL RECEIVE:**

- The original Photoshop file (keep this in your records for any possible future needs: ie editing, large scale printing, t-shirt printing, etc.)
- 1 High Resolution & 1 Low Resolution jpg
- 1 High Resolution & 1 Low Resolution pdf