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REQUEST FOR QUOTES - GRAPHIC DESIGN SERVICES

July 18, 2017

The Junction BIA requests quotes for project-based graphic design services.

The materials produced will be for the purpose of promoting 2 separate events:

PUMPKINFEST (October 28, 2017)

WINTER MARKET (Dec 2, 2017)

Services to include:

- 1.) Design of a colour poster (11" x 17") Vertical
- 2.) Reformat the Poster/image for its use as a small flyer (4" x 9"). The flyer will be two (2) sided featuring a map and participant program & event info.
- 3.) Reformat the Poster/image so as to accommodate placement in a variety of print ad and web-based configurations. It is anticipated that not less than three (3) and not more than five (5) design variations will be required.

IMPORTANT DATES:

Copy and assets will be available August 11, 2017. [Style guide available for download here](#)

Three (3) design options to be provided for Committee review no later than

September 5, 2017 (PUMPKINFEST), October 3, 2017 (WINTER MARKET)

Timelines for draft and delivery of print ready files TBD.

Designer responsible for payment of any/all applicable fees for use of copy written material(s).

Response to RFQ to include:

- Resume / CV
- 3 samples of relevant design projects
- Link to portfolio

A quote indicating including all professional fees, incidental expenses and applicable taxes.

Please forward your response to: Christine Sweeton, Executive Director, The Junction BIA
thejunctionbia@gmail.com

Responses must be received prior to: Thursday July 27, 5PM