



PRE-PUBLICATION CHECKLIST

PROJECT NAME

- | | |
|----------------------------------|---|
| ☐ URL | ☐ FONTS |
| ☐ QR CODE | ☐ LOGO |
| ☐ TIMES | ☐ CTA |
| ☐ HOURS | ☐ BUTTON |
| ☐ ADDRESS | ☐ LANDING PAGE |
| ☐ MESSAGE | ☐ SPELLING |
| ☐ IMAGES | ☐ PUNCTUATION |
| ☐ COLORS | ☐ IN STORE OPS CHECK
- READY FOR ACTION |

DATE AND TIME

NAME AND SIGNATURE