

# Marketing Services Requests

To start your job, first select which kind of material you need.

**Choose one of the following:**

- [\*\*DESIGN FOR PRINT\*\*](#) — Ex: Fliers, posters, booklets, yard signs, folders, lobby cards, business cards
- [\*\*DESIGN FOR DIGITAL\*\*](#) — Ex: Social media images/postings, web sliders, plasma screens, web-only documents, email graphics
- [\*\*NEWSWORTHY EVENTS\*\*](#) — Ex: Suggest topics for us to cover in a news release or our newsletter
- [\*\*PHOTOS & VIDEO\*\*](#) — Ex: Photography or videography by a member of the Marketing & Public Affairs team.
- [\*\*PROMOTIONAL ITEMS\*\*](#) — Lee College branded materials (Overseen by Outreach Dept.)

[\*\*Web-Only Requests\*\*](#) — If you need something posted **ONLY** on the public website — and **NO** design work is involved — please [file a Web Request](#) instead.

For **simple reprints** of jobs previously completed, [download and complete this form](#).

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