

# Pica Design + Marketing

## Project Approval Sign-Off

Job Number: 13-035-7

Signed On: 05/14/2013 at 12:51 pm EST

Signed By: Monica Kelly

Client: Bay Chamber Concerts

Project Title: Summer Mailer

Project Description:

Project File 1: [13-BAY CalanderMailer booklet-04.pdf](#)

I, Monica Kelly, representative of Bay Chamber Concerts, verify that the project "Summer Mailer" provided on 05/14/2013 at 10:38 am EST has been reviewed and approved for design, layout, copy and image placement to date and consider all design related work pertaining to the above project to be complete and authorize Pica Design, LLC to prepare and release all digital and material files to the Client's selected vendor(s) for printing, manufacturing and or internet publication. Also, any further modifications, additions or deletions to the design or content after this sign-off authorization for the above project will be considered new work and charged based on time + expenses.