

Pica Design + Marketing

Project Approval Sign-Off

Job Number: 12-088

Signed On: 09/12/2012 at 1:43 pm EST

Signed By: Steve Norman

Client: belfast free library

Project Title: Annual Appeal 2012

Project Description:

Project File 1: [12-088 BFL AnnualAppealLetter2012-01.pdf](#)

I, Steve Norman, representative of belfast free library, verify that the project "Annual Appeal 2012" provided on 09/12/2012 at 1:19 pm 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.