# Artwork approval form

Send this form with the proof. The approver ticks one decision, signs and returns it before production starts.

Your company (print shop or supplier)

## Job

Customer (company)

Job number

Item / product

Quantity

Delivery date

## Specification

Finished size

Stock / material

Colors (CMYK, Pantone numbers)

Finishes (foil, spot UV, lamination...)

## Proof

Proof version

Proof date

3D proof link (the exact link the customer reviewed)

## Change requests

List every change, one per line. Leave blank if approved as is.

## Decision (tick one)

☐ Approved as is ☐ Approved with the changes listed above ☐ Not approved: send a new proof

By signing, I confirm I have checked the proof named above for content, spelling, layout, size, material, colors, finishes and quantity, and that the job may be produced as marked.

## Sign-off

Approver name

Title / role

Date

Signature

Sign by hand, or with your PDF reader's signing tool.

## Shop use

Signed form received on

Checked by

Released to production on