

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](#).



The Ricoh print shop at Lee College

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