YOU

Submit

Your Brief

YOU & US

### **Initial Design**

During this stage the dotMailer creative team will create and present with your initial design visuals following your brief supplied.

## **Design Amendments**

During this stage you will review your design for approval and request adjustments if required. Amends will be scheduled on receipt of feedback; this will include up to two amends. You will required to provide your approval or adjustment within 5 days of receipt of design.

# Build, QA & Testing

During this stage the team will build, test & QA your master template. This time period is determined by the studio schedule at the point of receiving design approval & the complexity of build.

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Brief and Your design Receive your Return assets is scheduled 1st design your amends received with the studio visual and feedback Sign off Your build stage stage stage design with the studio							
Starter	1 day	2 - 6 days	up to 5 days	1 - 3 days	up to 5 days	1 day	5 - 6 days
Bronze	1 day	2 - 6 days	up to 5 days	1 - 3 days	up to 5 days	1 day	5 - 6 days
Silver	1 day	3 - 6 days	up to 5 days	1 - 3 days	up to 5 days	1 day	5 - 7 days
Gold	1 day	4 - 6 days	up to 5 days	1 - 3 days	up to 5 days	1 day	6 - 9 days
Call To Action Pack	1 day	2 - 6 days	up to 5 days	1 - 2 days	up to 5 days	1 day	2 - 5 days
Re-Skin (Bronze)	1 day	2 - 6 days	up to 5 days	1 - 2 days	up to 5 days	1 day	5 - 6 days
New Element	1 day	2 - 6 days	up to 5 days	1 - 2 days	up to 5 days	1 day	2 - 5 days
Header & Footer	1 day	2 - 6 days	up to 5 days	1 - 2 days	up to 5 days	1 day	3 - 5 days

Opted for mobile? If you requested your design to be responsive to mobile devices, then double the time as it's double the work!

#### YOU & US

#### Check & Approve

During this stage you will have 5 days to test drive your master kit for approval and request adjustments if required. Amends will be scheduled on receipt of feedback. This will be one amendment only. Gold campaigns will be setup on approval.

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