

Comp routing slip number _____

Project number: _____

Project name: _____

Project manager: _____

Client: _____

Today's date: _____

Date and time	Approved	Needs alterations
Proofreader _____		
Project manager _____		
Creative _____		
Client _____		

Special instructions _____

Layout one must be reviewed by the following people:

Jane	Joanne	Jeanne	John	Print
_____	_____	_____	_____	_____

Billable Non-billable (circle one)