

PUBLIC RELATIONS DELIVERABLES CHECK SHEET



PUBLIC RELATIONS TIMELINE & DELIVERABLES

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| <input type="checkbox"/> - 10 DAYS BEFORE 1ST OF MONTH | PRESS & INFLUENCER TARGETS – ADDED TO ORDER CENTRAL - RELATIONSHIPS |
| <input type="checkbox"/> +5 DAYS BEFORE SELLING PERIOD OPENS | PRESS & INFLUENCER TARGETS – SAMPLE REQUEST TO ORDER CENTRAL - RELATIONSHIPS |
| <input type="checkbox"/> +5 DAYS BEFORE SELLING PERIOD OPENS | PRESS & INFLUENCER TARGETS – EDITORIAL ADDED TO ORDER CENTRAL - RELATIONSHIPS |

NOTE: + # DAYS AND - # DAYS IDENTIFIES DELIVERABLES DEADLINE IN ORDER OF COMPLETION