

# AGENCY WORKFLOW TEMPLATE

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AGENCY NAME

AGENCY CONTACT

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PROJECT MANAGER

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CATEGORY AND TASKS	PERSON RESPONSIBLE	DEADLINE	APPROVAL
<b>ONBOARDING</b>			
<b>PROJECT PROPOSAL</b>			
<b>CREATIVE BRIEF</b>			

CATEGORY AND TASKS	PERSON RESPONSIBLE	DEADLINE	APPROVAL
<b>PROJECT TIMELINE</b>			
<b>CREATE DELIVERABLES</b>			
<b>REVIEW DELIVERABLES</b>			
<b>FINAL APPROVALS</b>			
<b>REPORTS</b>			



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