


SO, YOU'RE NEW TO BOWE DIGITAL:

HERE'S YOUR KICKOFF CHECKLIST

SOCIAL MEDIA:

- ✓ **Facebook:** Make Wayne Stanley an administrator of all company pages
Search "wayne.m.stanley@gmail.com" on Facebook and give the Wayne Stanley account with this profile picture Admin rights to your page(s). 
- ✓ **Instagram/Twitter/LinkedIn/YouTube:** Send login info to Bowe Digital
- ✓ **Logo:** Send logo file in PNG or vector file format to Bowe Digital
- ✓ **Colors:** If you know your specific brand color #, send to Bowe Digital
- ✓ **Theme:** Do you have a look or feel you're going for? Let Bowe Digital know
- ✓ **Approvals:** Email Bowe Digital the individuals that should approve content
- ✓ **Hashtags/Taglines:** If you've got any you love, send them over!

EMAIL MARKETING:

- ✓ **List(s):** Pull all customer contact lists & send to Bowe Digital
- ✓ **Login/Password:** If you have your own system, send us the login info
- ✓ **Look/Feel:** If you have a preference for email design let us know and if you've sent emails in the past, send us a couple of examples.

We're so glad you're partnering with Bowe Digital! If you have any questions don't hesitate to reach out to our Bowe Digital Team!

BOWE
DIGITAL

