

**BHDDH Media Sign Off Authorization**

**To be completed by agency requesting Media approval**

Date submitted:

Submitted by: Click or tap here to enter text.

Region/Agency: Choose an item. Click or tap here to enter text.

Media was proofed at Regional/Agency level by (Name) Click or tap here to enter text. : on: Click or tap to enter a date.

BHDDH Grant/Project Director:

Type of media: (social media, flyer, booklet, etc.): Click or tap here to enter text.

Description/purpose of media project (paste small image if possible): Click or tap here to enter text.

Intended audience: Click or tap here to enter text.

How media will be distributed: Click or tap here to enter text.

**To be completed by BHDDH**

BHDDH proofread and approved media by (Name): Click or tap here to enter text. on: Click or tap to enter a date.

If applicable, DATA reviewed by BHDDH (Name) Click or tap here to enter text. and confirmed on: Click or tap to enter a date.

If applicable, media was sent back for revision by (Name): Click or tap here to enter text. on: Click or tap to enter a date.

Linda Reilly approved media on:

Is the most recent BHDDH logo being used? Yes  No

**BHDDH NOTES**:

**FINAL APPROVAL DATE**: Click or tap to enter a date.

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