MARKETING DIVISION - WRIKE REQUEST LINKS

Business Card Request – *this form is to be utilized to request business cards for MCCS employees, Marketing places an order the last Monday of every month unless the order is substantial.*
https://www.wrike.com/form/eyJhY2NvdW50SWQiOjI0MDk0MTUsInRhc2tGb3JtSWQiOjU0NjgyN30JNDgxNzg5ODk3NzA2Mwk2MmIzZjc0NmYyM2RjYzQ0OTVmYTIyNjViMDA2OGZhYzFhMTJmZGIzOTY5ZTFkOWJlNTlhOTAwOTM5NmI5NmRi

Marketing Request – *this form is to be utilized to request a campaign to advertise and promote MCCS programs/events and for any miscellaneous requests. It must be submitted **45 working days prior** to the start of campaign or registration date.*
https://www.wrike.com/form/eyJhY2NvdW50SWQiOjI0MDk0MTUsInRhc2tGb3JtSWQiOjU1NTA5N30JNDgxODE3MDczNTM2OQljMGQ2ZjYyNTU2NDNmODgxMzIyYjU4NWQ4OTFkMDMzNzBlM2NmZThlNzNmNzQwZjA5MWY4NjNmYzQ2Njg0ZjEz

Web Request – *this form is to be utilized to request edits to the 29palms.usmc-mccs.org website. Standard requests are handled in 1-2 business days.*
https://www.wrike.com/form/eyJhY2NvdW50SWQiOjI0MDk0MTUsInRhc2tGb3JtSWQiOjUzODU0N30JNDgxNzg5NTAwNzU4NQkzODAxNGIwMjExMjJlNDEyNjE2YWU3MGFiNmQwNWJkZDFlMjA2MTA1MTYzMjQxZDQ5NDg0YjQ0M2YzNTQ0NWY0

Digital Support Request – *this form is to be utilized to request digital support (photo/video/social media) at MCCS events and must be submitted **on the7th day of the month prior** to the date of the event.*
https://www.wrike.com/form/eyJhY2NvdW50SWQiOjI0MDk0MTUsInRhc2tGb3JtSWQiOjcwMTUwMn0JNDkwMjU2MzkzOTUzNwkwYjM5YTVkNDU1ZGM3OTczZGNmYWQ2NjQwODE0ODI1NDhkYzZhOGM4YmM2MmIwNDA2MmQ3MzY5ZDA4NzU3ODE3

Sponsorship Request – *this form is to be utilized to request sponsorship funds for MCCS events and must be submitted **12 weeks prior** to the date of the event.*
https://www.wrike.com/form/eyJhY2NvdW50SWQiOjI0MDk0MTUsInRhc2tGb3JtSWQiOjU1NTEyNX0JNDgxNzg5NTAwNzUzNwk4YmEyYWJlMjM2YzlhZTFmN2VlYTU2MjdiODEzZGZhOTRkNDU5NmMxYjJkODVhMTk3ZmMzZDA4YjQxZDFjYTA2

Contract Request – *this form is to be utilized to request food and merchandise vendor contracts for events and must be submitted **3 weeks prior** to the event date. All Non-Federal Entities (NFEs) are required to be covered under a signed agreement when participating in MCCS events.*
https://www.wrike.com/form/eyJhY2NvdW50SWQiOjI0MDk0MTUsInRhc2tGb3JtSWQiOjg5OTczMn0JNDgzOTMxNjA0MzQzNAkxNTRmNGY2MWZmZGVmYmJmZDgwMzBkNDRlY2JkNjAwYjQ3NjZiMWQwYmMxODk2ODY0MWIyMmNjMjQyYjg3MTk3