

TRAFFIC DEADLINES

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## Regular Work Week

Campaign Start Date	Traffic required by
MONDAY	PREVIOUS THURSDAY
TUESDAY	PREVIOUS FRIDAY
WEDNESDAY	MONDAY
THURSDAY	TUESDAY
FRIDAY	WEDNESDAY
SATURDAY	THURSDAY
SUNDAY	THURSDAY

**Traffic Deadlines Holiday Work Week (where Monday is the holiday).** If there is a holiday everything gets pushed ahead one day.

### Last Minute Orders

Last minute orders should only be required in emergency situations (last minute sale or event). Traffic is willing to accommodate these requests and glad to help our clients in their time of need **when it is necessary**. Last minute orders are to be approved and submitted by the manager.