

client brief

Project Title:

Company Name: Department:

Contact Name: Telephone:

Email:

Address:

Purchase Order/Ref No.: Estimate Required

Concept format required as: PDF proof Printed proof

Finished Format:

Delivery Date:

Market/Target Audience:

Copy: Supplied Required Format if supplied Digital Hard Copy
Photography: Supplied Required Format if supplied Digital Print/Transparency
Illustration: Supplied Required Format if supplied Digital Hard Copy



client brief continued

Information relevant to project:

