ARTWORK DESIGN BRIEF

Help us understand the design you have in mind. Complete as much as you can; attach logos, photos and examples where available.

Customer details & design requirements

Customer / business name

Email / phone

Project / product (e.g. sticker, sign, flyer)

Quantity and finished dimensions

Where will it be used? / target audience

Design style / mood (modern, bold, minimal, etc.)

Preferred colours / colours to avoid

Exact wording / spelling / contact details

Logos, images or brand guidelines supplied

Examples / inspiration / reference links

Material, finish, shape or installation needs

Deadline / required delivery date

Other instructions / must-haves / must-avoid

What happens next?

We review your brief, clarify any missing information, and confirm scope, pricing and proofing arrangements before design work starts. Design work and revisions may attract charges; any charges should be agreed before commencement.

Approval: I confirm I have permission to use all supplied text, logos and images. ■ Yes

Name / signature: _____ Date: _____