Design Brief

For studio briefing

Project title:	Briefing date:
Client:	Date required:
Brand(s):	Job number:
Product or service:	Designer:
Task summary:	Time allowed for task:
	Account manager:

Instructions:

Existing collateral: (Collateral/campaigns/websites/promotions that you should use as a reference, or tie in with creatively)

Mandatories: (e.g. Logos, colours, fonts, images, bylines, copy, etc.)

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