

Design brief

Job title:	Today's date:	Due date:		
Job description				
Who is your target market?	Who are our competitors?			
Where will it be appearing?	Is this a revision/update to a previous job? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the job number: AUS ____			
Job description:				
<input type="checkbox"/> Advertisement <input type="checkbox"/> Media Kit attached Publication _____ Location _____	<input type="checkbox"/> Tradeshow <input type="checkbox"/> Invite <input type="checkbox"/> Booth <input type="checkbox"/> Pull-up <input type="checkbox"/> Brochure <input type="checkbox"/> Conference kit attached Location _____	<input type="checkbox"/> Merchandise <input type="checkbox"/> Specifications attached Item _____		
<input type="checkbox"/> Proposal <input type="checkbox"/> Folder <input type="checkbox"/> Tabs <input type="checkbox"/> Value Proposition	<input type="checkbox"/> Form <input type="checkbox"/> Printed <input type="checkbox"/> Online (editable PDF)	<input type="checkbox"/> Photography <input type="checkbox"/> Professional <input type="checkbox"/> In-house		
<input type="checkbox"/> Newsletter	<input type="checkbox"/> Email template	<input type="checkbox"/> Business card		
<input type="checkbox"/> Hub tile	<input type="checkbox"/> Invite	<input type="checkbox"/> Poster		
<input type="checkbox"/> Certificate	<input type="checkbox"/> Brochure	<input type="checkbox"/> Other _____		
Dimensions of piece to be produced: (mm)				
Width:	Height:	Depth (3D items):		
Which logos should be used on this item?				
<input type="checkbox"/> Ausenco	<input type="checkbox"/> Kramer Ausenco	<input type="checkbox"/> Ausenco Taggart		
<input type="checkbox"/> Ausenco Rylson	<input type="checkbox"/> Safety and Environment	<input type="checkbox"/> Other _____		
Which area is this piece for?				
<input type="checkbox"/> Corporate	<input type="checkbox"/> APAC/Africa	<input type="checkbox"/> Country _____		
Languages required (please provide translations)				
<input type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Portuguese	<input type="checkbox"/> French	<input type="checkbox"/> Chinese
Print production (if applicable)				
Final artwork <input type="checkbox"/> Hires pdf <input type="checkbox"/> Illustrator eps <input type="checkbox"/> Indesign document Other _____	Budget of item:	Quantity:		