



# PROJECT SPECIFICATION

JUNE  
2017

Project name: <ProjectName>  
Client: <Client>  
Client's email: <ClientEmail>  
Client's phone: <ClientPhone>

Project ID: <ProjectID>

We would like to ask you to fill out this form with as more details as you can provide us. It gives us basic information for creating your project draft.

If you feel that any question is not relevant to your project or you do not feel comfortable to answer it, skip it, please.

In case you are not sure what a question means or you do not understand it, note it into the form, please.

If any category is not the part of your project, please, skip it.

Please, take into consideration as this project is to being printed, all data you provide me has to be in vectors (fonts, logos etc.) or in sufficient resolution (300 dpi ...).

# project specification

CLIENT

Company or Name

Address

ABN

Web Address

CONTACT PERSON

Name and Surname

Position

E-mail

Phone

FILLED OUT BY

Name

Signature

Date

PROJECT DETAILS

project specification

1 What is your project about? What do you need to be created?

[Empty text area for project description]

2 How is it going to be used – digital/print/ both?

[Empty text area for usage details]

3 What is the purpose of the project?

[Empty text area for project purpose]

4 Who is your target group?

[Empty text area for target group]

# project specification

5 Do you have any preference (colours, fonts, styles ...)? Do you have any ideas?

6 Name list of projects you like and do not like (attach or inset links).

7 What data to be used?

8 Feel free to attach everything you think is important and related to.