



Please fill out this brief sheet with as much detail as possible. This information will help us prepare for our upcoming discovery session and ensure that we fully understand your challenges and goals. Once completed, please send it to hello@vb-partner.com

Client Brief Sheet

Client Information

- Company Name:
- Contact Person:
- Email Address:
- Phone Number:
- Website:

Overview of Request

- Briefly describe the main challenge you're facing or the service request:

Stakeholders

- Who are the key stakeholders involved (e.g., business owners, management team):
- Are there any external parties or partners related to the challenge/ request?

Measures Taken (if applicable)

- What measures or actions have been attempted to address this challenge in the past?
- Please describe the outcomes or results of these measures:

Previous Advice Received (if applicable)

- Have you consulted with any advisors, consultants, or experts regarding this challenge? If yes, please summarise the advice or recommendations received:

Additional Information

- Is there any other data or information that you believe is important for us to know about this challenge?:

Discovery Session Details

- Preferred Date and Time for Discovery Session:
- Preferred Method of Communication (e.g., phone call, video conference):