



# CREATIVE BRIEF

*Memorable Design Starts Here!*

Columbia Casey Graphic Design  
PO BOX 57 COLUMBIA, CA 95310  
columbiacasey@gmail.com  
www.columbiacasey.com

## THE BASICS

Date: \_\_\_\_\_

Job #: \_\_\_\_\_

## CLIENT INFO

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

## PROJECT OVERVIEW

- Scope:**
- Business Cards
  - Letterhead
  - Logo Design
  - Posters
  - Forms
  - Brochure
  - Flyer
- Signage:**
- Magnets
  - Vehicle Graphics
  - Window Vinyl
  - Banners
  - MDO board
  - Coroplast lawn
  - Aluminum

Size:  
L \_\_\_\_\_ x W \_\_\_\_\_ x H \_\_\_\_\_

- Colors:**
- Black & White
  - 2 Color
  - Full Color

**Materials:**

**Finishing:**

## THE DETAILS

Target Audience: \_\_\_\_\_

Deadline: \_\_\_\_\_

Installation Needed:  yes  no

Delivery:  yes  no

Budget: \$ \_\_\_\_\_ Estimate: \$ \_\_\_\_\_

Digital File:  yes  no