

Client Graphic Design Worksheet

Please take some time to answer these questions by giving as much detail as you can. If there are any areas or questions that you don't feel are relevant to this project, please skip them; we can always come back to them later. Please email the completed worksheet to newprojects@chemistrycommunications.com

About You:

Contact name

Organization name:

Telephone Number:

Email Address:

Birthday:

Tagline or Slogan:

Current URL (if any):

Business Address:

About Your Business & Project:

What would you like us to produce?

What is your budget for this project?

Tell us a little about your business.

For this project, are you seeking to market your business as a whole, or a specific product/service?

About Your Customers:

Who are you trying to reach? Please provide demographic, profession, interests.

How do you stand out from your competitors? What is your USP?

Your Preferences:

Do you want us to incorporate your current branding to this project? If so, please provide a digital file of your logo or other branded material.

What colours would you like us to use?

Do you have any design style in mind?

Can you point us to other graphic design projects that you really like? What do you like about these and why?

Additional Comments

Every project is unique. Here is your chance to add any extra information you think will be helpful.

Thank You!

Thank you for your effort and time. Please save this document as your-org.doc (replace “your-org” with the name of your company) and email to newprojects@chemistrycommunications.com. Please allow up to a week for your response