### **Project Brief**

Think of this as a starting point to help you put a brief together for your project.

It'll help us to understand a bit about your plans and aims but also it gives you an insight (in advance) into some of the questions we'll ask when we meet so you won't be caught off-guard!

LET'S GO



### Who are you?

Well, actually, this is more about your company than you but don't get us wrong, we do need to understand your company culture and tone of voice too (but we can talk that through though when we meet).

A bit about you
Your name
Phone
Email
Company name
So what does your company do?

Who are your competitors?



## What do you need?

Tell us what you're looking for (eg. a website, branding, a brochure, on-going services?). It's fine to put "I don't know yet" if you're not sure.

What are you hoping Gulp can help with?
And what do you hope that will help you achieve?

# What have you got?

Do you have any assets you'd like us to work with? That could be images or text.	
Do you have brand guidelines?	

## Who you talking to?

Can you tell us who you're targeting and why.

Now the easy bit! Give us call on 01892 61 8000 or send an <u>email</u> and we can set up a meeting so we can run through everything with you to see how we might be able to help.



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