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the delivery match your ability to share your expectations and needs

# - briefing -

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**Stills // Video::**

**Project Title ::**

**Date::**

**Deadline::**

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**Client::**

**Adress::**

**Contact persons (one) - name, mail and mobile**

**Contact persons (two) - name, mail and mobile**

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**Photographer**

**Shooting dates**

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**Deadline Delivery**

**Delivery where**

**If - FTP - pls share the correct address // password**

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**Local or International assignment::**

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**Overall description::**

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**Purpose::**

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**Length of usage::**

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**Material for the shoot available from::**

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**Usage::**

Website  
Webshop  
SoMe - where  
Newsletter  
Banner  
3th party website / Market Place

Sales material - presentation  
PowerPoint  
Leaflet  
Handout / Booklet

Product catalog  
Product  
Product and packaging  
Product mix  
Stilleben

Off line advertising  
Magazine  
Newspaper  
Abribus  
Huge Signs  
Banners

Inter-company material  
Craftmanship  
Design process  
Portrait  
Event // Fair  
Speech  
Print - Framed on wall

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**Photo Quality demands::**

Format

PPI

Size

If more than one format - which format

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**Retouch::**

Would you prefer to finalise the photos yourself

Development

Development and Retouch

Path only

Path and Shadow

Color Correction

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**Printing::**

Size

B/W

Color

Estimated amount

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**Location::**

Locally or Internationally

In Studio

On location - where

Company facility

Other

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**Model::**

Preference in Model agency

Female

Male

Characteristics / Preferences (pls. enclose reference)

Would you be participate in casting the models

Would you prefer to negotiate model fees, legal and book yourself

Would you prefer us to lead and organise the above mentioned contract negotiations

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**Stylist::**

Preference in term of Stylist

Do you want to select the stylist

Should we organise and engage stylist

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**Make-up::**

Preference in term of Make-up Artist

Do you want to select the Make-Up Artist

Should we organise and engage Make-Up Artist

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**Extra Service and Support::**

Preference in term of gaffer/assistance

Do you want to select gaffer/assistance

Should we organise and engage gaffer/assistance

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**External crew - (if International shoot)::**

Preference in term of crew

Do you want to organise and engage the crew

Should we organise and engage crew

Should we organise other services (motorhome a.s.o.)

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**If the shoot require equipment other than the studio's own equipment::**

Should the Studio contact you for further acceptance before rental

If yes -

When above 1000€

When above 5000€

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**Other::**

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**Reporting during the shoot::**

Would you prefer if we where reporting weekly or every fortnight

Would you prefer to have access to a library of raw imagery as the shoot unfolds or would your rather wait a see final results.

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**From your own experience how long you estimate that this assignment will take and engage::**

Number of people involved - total:

Number of full days - preparation, organising, meetings and engagements

Number of full days - the shoot

Number of full days - retouch

Finalising and presentation

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**Behind the scenes footage::**

Would you like us to supply some highlights from behind the scene - to frame your own story and presentation.

Video - if yes - how long

Still Photography - if yes - how many pictures would you like to have

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***Thank you for your thorough response to this assignment briefing it really help us understand your task in hand and help calculating this assignment as sufficient and professional as possible. Allow us 48 hours to revert with our quistions to this brief.***

***We will finalise our estimate and final team presentation and contact information and send them to you.***

***WE thank you for your interest in ODDHUNT Photography, and look forward to a great relationship and corporation in the future.***

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**ODDHUNT Photography**

#oddnottoshare

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