

New Design Project Worksheet

Client Name:	
Project Type	
Target Audience	
Submission Guidelines and Deadline	
Concept	
Specific Images	
Specific Colors	
Other Information not covered above	

This form constitutes a request for a quote. Work on this project will not begin until the proposal and contract is reviewed and signed. The basic information given below will only be used for contact purposes in creating and delivering the proposal and contract for this project.

Company: _____

Contact: _____

Phone#: _____ Email: _____

Address: _____

City/State/Zip: _____