

Project Request Sheet

These are a few things freelancers and creatives need to know to get a feel for your project. Providing them up front helps speed up the initial interviews. You can print and use this form when reaching out with a freelance request. Or you can include this information in your communications.

Extra Notes or Sketches



Please describe the project with as much detail as possible.



Who is your ideal audience? Demographics, Industry, and mindsets.



What do you want your audience to do or feel when they interact with this project?



List any websites and social media related to this project.

Name
.....

Budget:
.....

Need By:
.....

Is budget firm
or negotiable?
.....

