



E-MOONLIGHTING.CO.UK

Access to BIG agency talent for small and medium companies

Brief us template

Please fill in your details and all your requirements to the best of your knowledge to ensure that we can deal with your request promptly and accurately, then attach the completed document as an email attachment by selecting 'add' in your email application and select the 'e-Moonlighting Briefing' document and send it back to us at briefus@e-Moonlighting.co.uk

Your details

Name:	
Job description:	
Company:	
Address:	
Phone number:	
Mobile number:	
Email:	
Confirm email:	

What is the nature of your business? i.e. size, products/services, date established, structure, who buys your products?

What are your main business objectives? e.g. new customers, launch of new products/services, higher profile, do more business with existing customers.

Who are your main competitors? i.e. names, products/services, locations, etc.

What are your unique sales points? i.e. what is special or different about your business, products, services or prices.

What do you perceive to be your marketing requirements?

What is your target market/audience?

How much budget can you make available to achieve your objectives?

What marketing activity have you undertaken in the past?

Do you have a corporate design bible? i.e. logo, corporate colour(s), typeface(s), etc.

Do you have an in-house marketing or design department?

Is there any other information you think would be useful to provide to us?
(Please give details)

How did you find out about e-Moonlighting.co.uk? (Please give details)

Now please email this completed template as an attachment to briefus@e-Moonlighting.co.uk

THANK YOU

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