

## What is this?

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First of all, thank you for your interest in wanting to collaborate. I created this form to help me understand your needs and goals so that we can have a lovely collaboration. Please try to answer each question and skip any that don't pertain to your project. **Items marked with an (\*) are required.**

When completed, **submit** or email it to [rodrigo@flightstudio1.com](mailto:rodrigo@flightstudio1.com).

### Questionnaire Contents:

**I.** Your Information | **II.** Your Business | **III.** Your Project | **IV.** Additional Information/Comments

## I. Your Information

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- |                  |                                   |
|------------------|-----------------------------------|
| 1. Client Name:* | 4. Phone Number:*                 |
| 2. Company Name: | 5. E-mail:*                       |
| 3. Address:      | 6. Website:                       |
|                  | 7. Best way & time to reach you:* |

## II. Your Business

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1. Type of Business:\*
2. Years in Business:
3. List of Competitors:

## III. Your Project

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1. Project Type:\*(eg Logo, Marketing Collateral, Web Design, UX Testing, Accessibility Audit, etc.)
2. Project Direction: (include samples, links, pinterest board, etc.)
3. Project Specifications: (eg recycled paper, special inks, content management system [cms], shopping cart, etc.)

4. Project Objective:\* (eg 50% increase of satisfied customers)

4a. When completed how will project's success be measured?

4b. How do you currently measure success?

5. Budget:\* (at least a ball park or range)

6. Deadline:\* (reason for this day: eg product launching)

7. Others involved?\* (such as copywriters, team members, consultants, etc.)

8. Have you ever worked with a designer before?\*

8a. In what capacity?

9. For Redesign **ONLY**:

9a. What aspects of your current design work well and why?

9b. What aspects of your current design don't work well and why?

## VI. Additional Information/Comments

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I have tried to keep this as general as possible, but every project is unique. If there is anything you wish to add that you feel will help please do so and thanks again for reaching out.