

**ORDER FORM PART TWO – CLIENT BRIEF**

MATERIAL DEADLINE	SCHEDULED START DATE	CINEMAS	DURATION	<input type="checkbox"/> Digital <input type="checkbox"/> Still
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

CREATIVE CONTACT NAME

PHONE NO. ( )  MOBILE NO.

BUSINESS NAME

EMAIL ADDRESS

**OVERVIEW**

1. WHAT DOES YOUR BUSINESS DO?

2. WHAT PRODUCTS DO YOU SELL?

3. WHAT SERVICE DO YOU PROVIDE?

4. TARGET AUDIENCE?

5. WHAT IS THE APPEARANCE OF YOUR BUSINESS?

6. HOURS OF OPERATION?

**VISUALS FOR CINEMA AD**

1. LOGO  
 TO BE SUPPLIED \*eps version preferred  
 DESIGN REQUIRED \*Additional charges  N/A

2. SLOGAN/CATCHPHRASE

3. ADDRESS AS IT IS TO APPEAR ON SCREEN

4. WEBSITE AS IT IS TO APPEAR ON SCREEN

5. PREFERRED COLOURS  
Background:   
Secondary:

6. KEY WORDS TO APPEAR ON SCREEN \*Digital only

**SCRIPT FOR CINEMA AD**

VOICE:  FEMALE  MALE  BOTH\*  SPECIAL\*  
\*Additional charges

PLEASE LIST THE 2 MOST IMPORTANT POINTS YOU WANT TO TELL THE AUDIENCE  
EMAIL VISUAL MATERIAL UP TO 10MB TO [artwork@starmedia.net.au](mailto:artwork@starmedia.net.au)

1.

2.

NOTES:

7. DIGITAL IMAGES \*Digital ads require 6-12 images. Still ads require 1-5 images.  
Supply images no less than 300dpi in either a tiff or jpeg format.

PHOTOGRAPHY REQUIRED \*Additional charges

WILL EMAIL – DATE / /  WILL POST CD – DATE / /

STOCK PHOTOGRAPHY (MAY NOT SUIT ALL BUSINESSES / AD STYLES)

PLEASE LIST THE IMAGES YOU WOULD LIKE ON SCREEN (in order of preference)

1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

NOTES:

**ADDITIONAL CHARGES**

ADDITIONAL COSTS WILL BE DEBITED FROM THE ACCOUNT NOMINATED IN PART 1 OF THIS ORDER FORM ON THE DEBIT DATE BELOW.

\$ \_\_\_\_\_

\$ \_\_\_\_\_

SUBTOTAL: \$ \_\_\_\_\_

PLUS GST: \$ \_\_\_\_\_

DEBIT DATE / / TOTAL COST: \$ \_\_\_\_\_

**CUSTOMER SIGNATURE**  
I DECLARE THAT TO BEST OF MY KNOWLEDGE THE INFORMATION SUPPLIED ABOVE IS CORRECT AND COMPLETE. I ACKNOWLEDGE THAT THE SUBMISSION OF INCORRECT OR INCOMPLETE INFORMATION MAY RESULT IN AN INCREASED FEE.

X

**PRINT NAME:**

**POSITION:**

**STAR MEDIA ACCOUNT MANAGER:**