**PHOTOGRAPHY REQUEST FORM**

* **Client:**
* **Description of project:** These photos will be used for....
* **Client goal for project:**
* **Address of the shooting location:**
* **Time of the shoot:**
* **On site contact with cell number:**
* **Expected Turnaround:** within 3-5 business day
* **Delivery:** digital/dropbox
* **File type:** jpg png raw high-res
* **Delivery email addresses:** send link to:
  + Client teamwork address:
  + Account Manager:
  + Production Assistant:
* **Budget:**  \_\_\_\_\_\_ - Payment terms: net 30 - Send invoice to: [accounting@beaconmm.com](mailto:accounting@beaconmm.com)
* **Samples:** (include examples of style and composition)
* **Feeling:** Describe the overall vibe we are looking to capture
* **Specs:**  clean, crisp, bright, fun, serious, fresh, artsy, gritty, 'Alaskan', not cropped too close, ect
* **Subject:** who or what we are shooting
* **Shot List:**
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