

Storyboard brief

Fill in once, in 30 minutes. Send to one artist at a time. Treat as the contract spine.

PROJECT

CLIENT / AGENCY

DATE OF BRIEF

01 Script or concept

Version (locked / draft / concept), paste the relevant copy, or attach the latest PDF.

02 References

3 to 5 visual or motion references — one line each on what to take from it.

03 Format & deliverable

B&W or colour · frame count · aspect ratio · file format · naming convention.

04 Timeline

First pass · revisions · final. Downstream anchor (pre-pro or shoot start).

05 Frame count

Numeric, or “recommend by length”.

06 Style

Pick one: rough sketch · clean B&W line · tonal greyscale · full colour.

07 Comms

Named decision-maker · primary channel · working hours.