

# Creator production and usage brief

Use one brief to request comparable quotes. Record content production, creator posting and brand usage as separate commitments.

Brand \_\_\_\_\_ Product \_\_\_\_\_ Owner \_\_\_\_\_

| Decision              | Specify                                             | Agreement / notes |
|-----------------------|-----------------------------------------------------|-------------------|
| Audience and goal     | Who the content is for and what it must explain     |                   |
| Concepts and versions | Concepts, openings, finished edits and stills       |                   |
| Required shots        | Product views, demonstrations, on-camera work       |                   |
| Product facts         | Approved facts and support for scripted claims      |                   |
| Production            | Product delivery, location, travel and returns      |                   |
| Exports               | Formats, duration, captions, clean and raw files    |                   |
| Creator posting       | Channels, posts, dates, tags and availability       |                   |
| Brand usage           | Channels, territory, term, editing and renewal      |                   |
| Platform access       | Partner promotion permissions if required           |                   |
| Disclosure            | Advertising labels for the market and format        |                   |
| Review and delivery   | Approver, revisions, reshoots and deadlines         |                   |
| Price                 | Production, editing, usage, distribution and extras |                   |

## Before filming

Confirm the commercial terms and named approver. Keep a record of usage dates. This sheet records a production brief; attach the agreed commercial terms separately.