Kia ora,   
Thank you for contacting us to bring your exciting project to life!

To help us help you, please fill in the blanks below, email it back to our head of production [Naomi.Marsh@tvnz.co.nz](mailto:Naomi.Marsh@tvnz.co.nz) and we’ll be in touch shortly.

**NAME:**

**COMPANY:**

**YOUR TIMINGS:**

**YOUR BUDGET:**

**TASK OVERVIEW:**

*(Are there any background details we should know about)*

**THE TASK**

We want these people:

*(your audience)*

To know this:

*(Key message)*

And then do this:

*(Call to action)*

**TONE**

*(Notes on how this should look, feel, sound)*

**ASSETS**

*(Notes on any graphics/logos/images you will be able to provide)*

**DELIVERABLES**

*(List out if known, otherwise we can recommend strategy)*

That’s it! Thanks again, we look forward to working with you.  
**Team Blacksand**