

# Print Studio - Operational Photo Brief

Define the non-sensitive objects or spaces to photograph and the intended internal use. Setting: Print Studio.

## Contact and reference

Name or team reference \*

---

Reply email, if needed

---

Date of record \*

---

## Operational Photo Brief

Object, display or space to photograph \*

---

Views, details and image orientation required \*

---

---

---

Background information to exclude, including personal data \*

---

---

---

File naming, destination and review arrangement

---

---

---

## Print Studio

Print-job reference and production station \*

---

**Paper size, stock finish or colour specification \***

---

**Drying, trimming, proof-copy or dispatch requirements**

---

## Ownership and follow-up

**Team or role responsible for the next action**

---

**Target follow-up date**

---

**Current state of this record \***

- ☐ Open for review
- ☐ Waiting for information
- ☐ Next action agreed
- ☐ Completed and checked

**Next action and completion evidence**

---

## Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

**Want this form tailored to your organization? Klarstig's professional services are included at no additional service charge.**

Klarstig / Daniel Petry · klarstig.ai · hello@klarstig.ai · support@klarstig.ai · 800-781-1775 · 11917 Laurel Ave., Forestville, CA 95436, USA