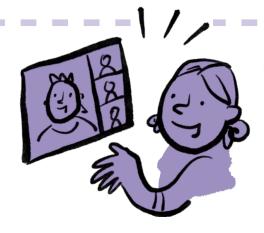


GRAPHIC RECORDING PROCESS





DISCOVERY CALL

Book yourself in for an initial discovery call with our team so we can understand your needs, and how we can best support your event.

BOOK ME IN!



ACCEPT

Once the format has been decided, review and accept the quote.



3 SIGN

Sign the booking conditions via DocuSign so all butts are covered.



4 BASECAMP

Next, you will receive an invitation to join Basecamp, our collaboration platform to post info & receive outputs.



BRIEF

In Basecamp, you will find the brief we have written from your discovery call. You can now elaborate, edit, and upload any relevant content.



LOGISTICS

Fill out the logistics template in Basecamp so we know where we have to be when, and who to call if we get lost on our way!



AGENDA

Upload your agenda to Basecamp as early as possible so we can prepare.



BRANDING

This is also where you can upload your logos and colour palette.

MAKING THE MAGIC HAPPEN



On event day, your artist will arrive about an hour prior to go-time to set up and check for tech gremlins, then WOW THE PANTS OFF your audience with their mad capture skillz.

O EVENT DAY 2 POST EVENT

Within 2 business days following your event, your outputs will be uploaded to Basecamp ready to download and share.

