

Video Editing Requirements

Date: [Insert Date]

To: [Editor's Name]

From: [Your Name]

Subject: Video Editing Project Requirements

Project Overview

[Brief description of the video project and its purpose]

Video Specifications

- Length: [Specify duration]
- Format: [Specify format, e.g., MP4, MOV]
- Resolution: [Specify resolution, e.g., 1080p, 4K]

Content Requirements

[List of footage, images, or other media that should be included]

Editing Style

[Describe the desired editing style, e.g., fast-paced, cinematic]

Deadline

[Specify the deadline for the completed project]

Additional Notes

[Any other relevant instructions or information]

Thank you for your attention to this project. I look forward to your confirmation of these requirements.

Best regards,

[Your Name]

[Your Contact Information]