

Request for Creative Assets for Social Media Campaign

Date: [Insert Date]

To: [Creative Team/Agency Name]

From: [Your Name/Company Name]

Dear [Creative Team/Agency],

I hope this message finds you well. As we gear up for our upcoming social media campaign for [Campaign Name/Theme], we would like to request your assistance in creating engaging and visually appealing creative assets.

Details of the Campaign:

- **Campaign Duration:** [Start Date] to [End Date]
- **Target Audience:** [Describe Target Audience]
- **Key Messages:** [Briefly Outline Key Messages]

Required Creative Assets:

- **Graphics:** [Specify Types/Formats, e.g., Instagram posts, Facebook ads]
- **Videos:** [Specify Length, Format, etc.]
- **Copy:** [Outline any specific language/tone ideas]

We would appreciate if you could provide these assets by [Deadline Date] to ensure a timely launch. If you have any questions or require further information, please feel free to reach out.

Thank you for your creativity and support. We are looking forward to seeing your amazing work that will captivate our audience!

Best regards,

[Your Name]

[Your Job Title]

[Your Company Name]

[Your Contact Information]