

Creative Brief Approval Request

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Request for Approval of Creative Brief

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request your approval for the creative brief developed for the [Project Name]. This brief outlines our objectives, target audience, key messages, and creative direction.

Below are the key components of the creative brief:

- **Project Overview:** [Brief description]
- **Objectives:** [List objectives]
- **Target Audience:** [Describe audience]
- **Key Messages:** [List key messages]
- **Creative Direction:** [Describe creative direction]

Your feedback and approval are crucial for us to proceed to the next steps in execution. Please let me know if there are any adjustments needed or if you approve the brief as it stands.

Thank you for your attention to this matter, and I look forward to your prompt response.

Best regards,

[Your Name]

[Your Position]

[Your Contact Information]