

Freelance Application Form

*Creative Insight Design is an affirmative action / equal opportunity employer.
We do not, under any circumstances, discriminate because of race, color, religion, sex,
handicap, sexual orientation, or national origin.*

In order to be considered for a freelance opportunities, you must submit a signed and completed Freelance Application form. Please include a cover letter and your resume, along with any sample work you may wish to show. All application items must be submitted together as a complete package in order to be considered, as incomplete applications will not be reviewed.

Please send application, resume and any included documents to:
Creative Insight Design of CT
RE: Freelance Application
12 Case Street Suite 212
Norwich, CT 06360

At this time, we are only accepting Freelance Applications for those with knowledge in the fields of Marketing, SEO Writing, Graphic Design (print & web), and Website Design.

APPLICATION

First Name:

Last Name:

Current Address:

Social Security # / EIN # *(for W-9 form)*:

Are you eligible to work in the United States?:

If you are not a US Citizen, are there any restrictions on your eligibility for employment?

(If yes, please specify):

What pay rate(s) are you looking to be paid for your services:

What hours are you available to be contacted during the day/evening for projects:

Education

High School Name:
High School Location:
Degree / Date:
Awards / Honors:

College Name:
College Location:
Degree / Date:
Awards / Honors:

Other Name:
Location:
Degree / Date:
Awards / Honors:

Please list any computer programs you are familiar with and/or use regularly, and your skill level of each (*Knowledge of Adobe programs is helpful*):

References

Name:
Company/School:
Phone Number:
Relationship:
Length of Time Known:

Name:
Company/School:
Phone Number:
Relationship:
Length of Time Known:

Name:
Company/School:
Phone Number:
Relationship:
Length of Time Known:

Misc Information (attach additional papers if needed)

Please list any awards, honors, accomplishments you wish to include that you have not mentioned above, including any activities relevant to the position you are applying for:

What type of design work are you able to do for us:

Please feel free to include links to online portfolio/work, cd of recent work, etc.

All work submitted MUST include original files including (but not limited to) native files (psd, ai, etc), photography, stock photos, and fonts. Any and all work submitted is property of Creative Insight Design of CT and it's clients, and the freelance designer must contest that all of their work is original and one of a kind, and shall not be used for any other company other than Creative Insight Design of CT or it's clients. By signing this form, you agree to fully comply to our regulations. Under no circumstances may any design work from the freelancer be used, duplicated, altered, or copyrighted by anyone other than Creative Insight Design of CT and/or its client for which the design work was intended.

I certify that all of the statements in this application are true and complete to the best of my knowledge. I understand that a false or incomplete answer may be grounds for not considering me or for my dismissal. I understand that completion & submittance of this and all provided documents does not guarantee a position within Creative Insight Design of CT and any documents submitted may not be returned.

Signature:

Date: