



Website Design & Development Firm

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Client Information:

Name: _____ Date: ____/____/____

Email: _____

Company Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Please tell us about your Business:

Tell us how you will use your website:

To serve as a brochure card/online brochure so people can locate us offline

To encourage people to ask for more information about our company, and to provide contact info such as an email address or phone number

To promote online sales of products and services connected to a bank (merchant account) or third-party service for credit card acceptance

To showcase my portfolio for my art, crafts, music or other talents that I have

Other: Please specify as much information as possible in the box below

Site Analysis:

a) Is this website for Business or Personal Use? Business ___ | Personal ___

Do you already have a domain name (website address) registered? Yes ___ No ___

If you have registered a domain, what is the address? _____

If you do not currently have a registered domain, do you have a web address in mind for your web site? http:// _____

Alternative choice: _____

Do you have web hosting for your website? Yes ___ No ___

To give us a general idea of what kind of website you would like, is there a website that has the look that you want? If so, please provide us with the link (web address).

http:// _____

b) What is it about this design that you like?

c) Have you decided on a color scheme for your website? Are there certain colors you would like to use? List these colors below.

d) What do you want your site to do?

e) Do you want a contact form on your site or other forms? Yes ___ | No ___

f) Do you need an image gallery, video, or other multi-media content on your site? Yes ___ | No ___

g) Do you want a Blog or other regularly updated content? Yes ___ | No ___

h) Would you like a search engine on your site so users can easily locate content? Yes ___ | No ___

i) Would you like your visitors to be able to sign-up for accounts? Yes ___ | No ___

Style of Website (check all that apply)

- Traditional Corporate
- Simple, only a few graphics
- Hi-Tech, Lots of Graphics
- Colorful, light mood
- Dark colors, Mysterious mood
- Casual
- Service Oriented

Select the type of page layout you want

- Home Page
- Services/Products Page
- About Us Page

- Contact Us Page
- Blog Page
- Image Gallery Page
- Events Page
- Links Page
- FAQ Page

Tell us the approximate number of pages you will need:

- 1-5 Pages
- 5-10 Pages
- 10-15 Pages
- 15-20 Pages
- 20-30 Pages
- 30-40 Pages

Which services do you need from Alnisa Designs™?

- Web Site Design
- Content Development or Editing
- Database Development
- Logo Design/Logo Branding
- Graphic Creation/Flash Animation
- Web Hosting (Securing website space on a server)
- New Web Hosting (moving files to a different server)
- Marketing (basic and deluxe packages)
- Site Maintenance/Website Revamping
- Search Engine Submission/Meta Tag Formatting
- Domain Name Registration (Registration of Web Address)
- Domain Transfers, Nameservers Changed, Change of Domain Ownership
- Web Email Accounts created
- E-Commerce Solutions/Shopping Cart Technology
- Paypal Buttons for products
- Google Checkout Shopping Cart
- Printing Services (Business cards, post cards, stationery)
- Digital Services (eReader Book creation for Apple's iPad, Amazon's Kindle etc.)

Extras for your website: (check all that apply)

- Auto Responders – gives instant responses to e-mail inquiries
- Extra-email addresses – monitor information from specific departments

Site Elements

<ul style="list-style-type: none"> <input type="checkbox"/> Email Access <input type="checkbox"/> e-book or PDF Downloads <input type="checkbox"/> FAQ (Frequently Asked Questions) <input type="checkbox"/> Site Map (A must on large sites) <input type="checkbox"/> Articles, Reports, Writings, Manuals <input type="checkbox"/> Contests, Giveaways, Coupons <input type="checkbox"/> Banner Ads <input type="checkbox"/> Special or Limited Time Offers <input type="checkbox"/> Shopping Cart (e-commerce) <input type="checkbox"/> Accept Credit Cards <input type="checkbox"/> Secure Server <input type="checkbox"/> Custom Scripting <input type="checkbox"/> Custom Graphics/Logo Creation <input type="checkbox"/> Digital Photography 	<ul style="list-style-type: none"> <input type="checkbox"/> Site Search <input type="checkbox"/> Surveys or questionnaires <input type="checkbox"/> Specialized Calculators <input type="checkbox"/> Facebook or Twitter Link <input type="checkbox"/> Facebook Like Button <input type="checkbox"/> Streaming Media <input type="checkbox"/> Membership/Login Area <input type="checkbox"/> Chat <input type="checkbox"/> Blog <input type="checkbox"/> Press Releases/News <input type="checkbox"/> Games <input type="checkbox"/> Forms (ex. Contact Forms) <input type="checkbox"/> Background Music Insertion <input type="checkbox"/> Search Engine Submission 	<ul style="list-style-type: none"> <input type="checkbox"/> Newsletter/ Mailing List <input type="checkbox"/> Audio/ Sound <input type="checkbox"/> Art, Photo or Graphics Gallery <input type="checkbox"/> Dynamic Image Gallery <input type="checkbox"/> Image Index Carousel <input type="checkbox"/> Customer Feedback <input type="checkbox"/> Online Product Catalogs <input type="checkbox"/> Automatic news or article feeds <input type="checkbox"/> Flash Video Movies <input type="checkbox"/> Flash Animation (Intros) <input type="checkbox"/> Directory/ Database <input type="checkbox"/> Newsletter Archives <input type="checkbox"/> Other (Please Explain below) <input type="checkbox"/> Photo Enhancement
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Marketing

Would you like for us to undertake promotion of your site to promote and optimize for search engines?
___ Yes ___ No ___Not Sure

Google Site Description:

Please write a carefully constructed 25-word sentence containing the most important keywords describing your business website.

Timing and Maintenance

What is your estimated launch date? _____

How often do you want or will you need to make updates to your site? _____

Is there someone who will be responsible for these updates? Yes ___ | No___

Are there any factors surrounding this deadline, i.e. crucial elements, timeline concerns?

Site Specifications

What is your budget for this project?

Do you have any images, art, illustrations, photographs that can be used for this website?

Yes ___ | No ___

If not, will digital photos have to be taken for the layout of this website? Yes ___ | No ___

Will web copy (supplied text) be supplied to us for this website?

Yes ___ | No ___

If not, will you need Alnisa Designs to provide the web copy for this website? Yes ___ | No ___

Which audience do you want your website to target?

NOTES: