Please complete as much information as possible. If there are any questions that you don't understand then please skip to the next question.

|  |  |
| --- | --- |
| Contact Name: |  |
| Business Name (if applicable): |  |
| Phone: |  |
| Mobile: |  |
| Email: |  |
| Project Name (if applicable): |  |
| Current Web Site Address (if any): |  |
| New Web Site Address (please 4): | □ is already registered |
|  | □ will be registered by me |
|  | □ is something I need help with |
|  | □ is something I don't understand! |
|  | □ other (please specify): |
|  |  |
| New Web Site Address Details (if applicable): |  |
| Domain Hosting (please 4): | □ is already in place |
|  | □ will be organised by me |
|  | □ I am happy for you to organise |
|  | □ is something I don't understand! |
|  | □ other (please specify): |
|  |  |
| Domain Hosting Details (if applicable): |  |
| Key Aim(s) of the Web Site  (4 all that apply): | □ Awareness of Business |
|  | □ Educate Clients about Products and Services |
|  | □ On-line Sales |
|  | □ Provide Contact Details |
|  | □ Reduce Customer Service on the Phone |
|  | □ other (please specify): |
|  |  |
|  |  |
| Required Features Now  (4 all that apply): | □ Booking System |
|  | □ Database |
|  | □ Directory |
|  | □ E-Learning |
|  | □ Event Calendar |
|  | □ Forums |
|  | □ Gallery |
|  | □ Google Maps |
|  | □ Mailing List and Newsletter |
|  | □ Shopping Cart |
|  | □ Slide Show |
|  | □ Survey |
|  | □ Other (please specify): |
|  |  |
|  |  |
| Features That May Be Added Later  (4 all that apply): | □ It's not likely to change in future |
|  | □ Booking System |
|  | □ Database |
|  | □ Directory |
|  | □ E-Learning |
|  | □ Event Calendar |
|  | □ Forums |
|  | □ Gallery |
|  | □ Google Maps |
|  | □ Mailing List and Newsletter |
|  | □ Shopping Cart |
|  | □ Slide Show |
|  | □ Survey |
|  | □ Other (please specify): |
|  |  |
|  |  |
| Image Requirements: | □ I will supply all the images |
|  | □ I need help finding licensed images |
|  | □ Other (please specify): |
|  |  |
|  |  |
| Logo Requirements: | □ I will supply the logo(s) |
|  | □ I need graphic design help to create new logos |
|  | □ Other (please specify): |
|  |  |
|  |  |
| Content Requirements: | □ I will supply all the content |
|  | □ I need help to write the content |
|  | □ Other (please specify): |
|  |  |
|  |  |
| Look and Feel (e.g. logos, colours, fonts): |  |
| List Other Web Sites You Like the Look and Feel of (if applicable): |  |
|  |  |
| Number of Required Pages: | □ 5 or less |
|  | □ 6 to 10 |
|  | □ 11 to 20 |
|  | □ 21 to 50 |
|  | □ 51 to 75 |
|  | □ 76 to 100 |
|  | □ Over 100 |
| Target Audience (4 all that apply): | □ The General Public |
|  | □ Other Businesses |
|  | □ Members Only |
|  | □ Other (please specify): |
|  |  |
| Web Site Maintenance (if applicable): | □ I want to be able to maintain the web site myself |
|  | □ I want you to make changes for me |
|  | □ Other (please specify) |
|  |  |
| When You Need the Web Site By: | □ Yesterday! |
|  | □ Within a Week |
|  | □ Within a Fortnight |
|  | □ Within a Month |
|  | □ Other (please specify): |
|  |  |
| Anything Else You Think I Should Know? |  |
|  |  |
|  |  |
|  |  |

Please email completed forms to [neil@webilicious.com.au](mailto:neil@webilicious.com.au)