

Overview

1. Why does your business / organisation need a website?

2. Industry type (please enter the industry your business is in):

3. Describe your customer base (the type of customer, expectations and age / position breakdown, if applicable)

4. Your web-based competition (organisations that have a website that are in competition with your business)

www.	www.
www.	www.
www.	www.

5. Your non-web-based competition (organisations without a website that are in competition with your business)

Company Name: _____

Company Name: _____

Company Name: _____

6. Examples of websites you like

www.	www.
www.	www.
www.	www.

Structure and Content

1. Website Type: (from the options below, tick each website function that is applicable)

Brochure	Catalogue	Security access
Describe products / services	Sell products / services	
Process payments		

2. Domain Name/s:

Please enter preferred domain name/s below: (www.yourbusinessname.com.au, www.yourbusinessname.com)

www.	www.
www.	www.
www.	www.

Existing domain name/s: (domain names you have already registered for your business)

www.	www.
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3. Logo

Do you have an existing logo? Yes No Format: Paper Electronic

4. Content

Does potential website content exist in other formats? Yes No

If yes, please provide details of existing content that you'd like to re-use on your website:

Type	Format		Type	Format	
	Paper	Electronic		Paper	Electronic
Brochure			Published article/s		
Catalogue			Media Kit		
Flyer			Other:		

Email Provision

1. What are the total number of email addresses do you require?

2. Specify the type/s of email addresses you require?

info feedback Others:
 contact register
 accounts support

Specific (individual emails to a specific person. eg: edna@yourbusinessname.com.au)

Number required:

Promotion

1. Page Title (eg: your business name – your business slogan or welcome)

A single title that will be used to head each webpage within your site:

2. Keywords

Provide words or short phrases that best describe your business / industry / website function:

3. Single Line Description

Provide a single line to describe your website:

4. Search Engine Optimisation (getting your site found on the web)

Websites are usually found by searching for a product or service on specialist websites known as search engines. The best known websites of this type include Google, Yahoo, or Ninemsn.

Are you interested in this service? Yes No

Costs

The initial website costs include domain name registration, hosting, designing, building and setup. You also need to consider stationary changes, including business cards, letterhead and fax headers to include new email and website addresses. Ongoing costs include hosting, domain name registration and content updates. The initial costs only will be built into the final quote. The Search Engine Optimisation (Promotions sub-section 4) will be costed separately if the option is requested.

Your Contact Details

Company / Organisation Name:

ABN:

Contact Name:

Position:

Email:

Phone:

Final Step

Click on the 'Send Now' button to send the form processing and quote production.