



hand in hand
MARKETING

website worksheet

NOTE: This form requires Acrobat Reader 7 or higher in order to save it (which you'll have to do to email it). To get the latest version of Acrobat reader, [click here](#).

Fill out the form below with as much detail as possible. Once you are finished, save this pdf, and email it to us at katy@webrandtogether.com. We'll get back to you with any questions or a completed quote.

YOUR NAME

COMPANY

EMAIL

PHONE

PREFERRED METHOD OF CONTACT: PHONE EMAIL

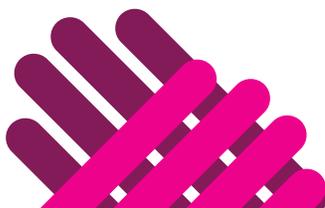
1 I need a website designed and I don't currently have one. (skip to #5)

I have a website, and I need it to be redesigned. My website address is:

2 What do you like most about your current website?

3 What about your current website isn't working for you?

4 What are your goals for your new website?



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5 What is the nature of your business?
(i.e. Restaurant, Architect, Non-profit Organization, etc.):

6 Who are your competitors? (listing a few company names is helpful)

7 List 3 to 5 websites that you like the design and functionality of:

8 Do you have a logo/identity?

- Yes
- Yes, but I'd like to redesign that too
- No. I need one!

9 Website Size

- I just need a single landing page
- This is a small website (2-6 pages)
- I need a robust website (more than 6 pages, possibly including a store, blog, or other page-intensive feature)

10 What are the pages/subjects you envision on your website (i.e. About Us, Services, Products, Online Store, FAQ, Contact, etc.)

11 Do you want to be able to update content yourself?

- Yes, I need to be able to update all the content on my website (build my website with a Content Management System, or CMS)
- Yes, but maybe just a few sections. I won't need to update everything on the site.
- No, if anything needs changing, I'd prefer to contact you.





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- 12 Will you be selling anything on your website?
- Yes, the purpose of this website is to be an e-commerce website. I will set up a merchant account and would like to be able to accept credit cards.
 - Yes, I'd like to sell items, but maybe just through PayPal.
 - No, I will not be selling anything through my website

- 13 Will you need copy written for your website?
- Yes, I need all the copy written for the website
 - Yes, I will provide some copy, but would like some help editing and making it readable and catchy
 - No, I would like to provide copy, and it should be used as is.

- 14 Additional Needs (Check all that apply)
- | | |
|--|---|
| <input type="checkbox"/> Domain Name Research and Registration
(I don't have a web address yet, I need your help finding out what's available and purchasing the URL) | <input type="checkbox"/> Blog (I'd like a blog that will be incorporated into my website) |
| <input type="checkbox"/> Website Hosting | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Search Engine Optimization | <input type="checkbox"/> Info-graphics (charts, etc.) |
| <input type="checkbox"/> Social Media Consultation | <input type="checkbox"/> Advertising (I want to advertise my business elsewhere on the web) |

15 When do you hope to launch your new website?

16 What's your budget for this project?

A NOTE ABOUT YOUR BUDGET: It's the elephant in the room, but your answer here will help us to accurately and honestly respond to your needs. We may be able to suggest ways to extend the reach of your budget without going over-budget. We can work within any budget to find ways to meet and exceed your goals.

17 Anything else you want to tell me? Or any questions you might have?

Once you have completed the worksheet, save this pdf and email it to: katy@webrandtogether.com

We will be in touch shortly with any follow-up questions, or a complete project quote. Thank you for your interest in Hand in Hand Marketing!

