



# Website Creation

## Order Form

# Business Information

## Website Product

*Which website product are you ordering?*

## Primary Goal

*What is the primary goal of this website?*

Inbound Leads

Quote Requests

Brand Awareness

Education

Other

## Social Links

*List any social media pages for your business that you would like included on the website.*

Facebook

LinkedIn

Other

# Domain

*If you do not have a domain, please provide us with a domain name that you like that we can purchase on your behalf.*

I have a domain

I do not have a domain, please purchase one on my behalf

## Domain Registrar

*Who did you register your domain with?*

## Username

*What is the username to your domain registrar account?*

## Current Website URL

*What is your current website URL?*

## Password

*What is the password to your domain registrar account?*

## Requested Website URL

*Please provide options for your desired URL starting with your first choice.*

*\*Please note: If a domain is not provided, we will set the site to index on our temporary websitepro.hosting domain on day of launch.*

# Navigation

## Navigation Structure

*Please follow the example layout and show us how you want your navigation to appear on your website.*



## Navigation Notes

*Any additional information we need to know about your navigation?*



## Navigation Assets

*Please link to a Dropbox or Google Drive folder with any assets or screenshots.*



# Design

*We source our stock imagery from 123rf.com. If you would like to use stock imagery, please provide image IDs. For any icons, please use Flaticon.com*

## Framework Choice

*Frameworks.yourdigitalagents.com*

## Color Scheme

*Please provide colors, hex codes, a link to an example website, or a logo for your color-scheme.*

## Images

*If you don't have images, please select some demographics and we will select images for you.*

Professional

Related to my business

Fun

Choose for me

## Font Choice

*Do you have preferred font for titles or body text?*

## Design Assets

*Please provide a link to a google drive or dropbox folder with all your design assets*

\*Please note: If you do not select a framework, a default framework will be selected for you by our team.

# Contact

## Primary Contact for Communications

*Our primary contact throughout the project.*

## Secondary Contact for Communications

*This contact will be CC'd on project communications.*

## Methods of Contact

*We will use these for your CTAs (Calls to Action).*

Email      Phone

## Contact Form Email

*Contact Email you want to receive messages to.*

## Contact Details

*Do you have a public email or phone number that you'd like displayed on your website?*

*Phone Number*

*Address*

*Email*

*Hours of Operation*

# E-Commerce

*5, 15, 25 products. Flat rate shipping included. Free setup for Square, Stripe or Paypal payment processors.*

## **Products**

*Link to a doc with the example information.*

## **Payment Processor**

*Payment Gateway + Username and Password.*

## **Images**

*Please link to a google drive or dropbox folder with your product images.*

## **Product CSV**

*Please upload product CSV with all products.*

## **Shipping Options**

*Please include any shipping information here.*

\*Please Note: Please provide a google drive or dropbox folder of all your product images, or provide a link to your live urls in the CSV.

\*Please Note: If a CSV is not provided, we will not add an Ecommerce store to your website.

# Additional Functionality

## Additional Functionality

*Do you have any additional functionality?*

## Embed Codes

*Please provide any embed codes to be added onto the website*

\*Please note: Any premium plugins required will be purchased and set up by the client and credentials provided to us for implementation to the site.

\*Please note: We only handle plugin integration on the website.

# Web Copy

## Web Copy Options

*Please let us know if you require web copy to be written, or if you will be providing your own copy. We can also edit copy from your existing site to fit the new template.*

***Tell us about your business. What does your company do? What are you selling?***

***Are there any slogans or catch phrases you'd like us to include?***

# Web Copy (Cont.)

*Who is your target audience?*

*Why would someone need your products/services?*

*Tell us the history behind your business. When did you open? What inspired you to start your business?*

# Web Copy (Cont.)

*What is your company's mission statement? What are your brand values and beliefs?*

*Describe your products/services, with as much detail as possible.*

*Why do you want someone to contact you?*

# Web Copy (Cont.)

*What tone of voice would you like us to use?*

*Additional Information*

# Additional Information

*Did we miss anything? Include it here!*

A large, empty rectangular box with a thin black border, occupying most of the page below the text. It is intended for the user to provide additional information or feedback.