Site Building Questionnaire

1. I will provide for you a professional business site with 5 pages included
   1. A Home Page
   2. An About Us Page
   3. A Product or Service Page
   4. A Contact Page
   5. And a Page Of Your Choosing
2. Provide me pictures of your business and the people you want showcased.
   1. This should include an external view of your building.
   2. A picture of the owners and staff, separate and together
   3. Pictures of your facilities, services, products.
   4. Any fun pictures you can think to include
   5. Branding
      1. Brand Logo
      2. Brand Colors (Hex code is preferable)
      3. Brand Slogan
3. For your About Us page I need a picture of the owner of the business and staff you want to highlight.
   1. A history of the business
   2. Short bios of the staff you want to highlight and the owner of the business
4. For your Contact Page I need:
   1. Phone Number of your business
   2. Address of business
   3. Working Hours of business
      1. Standard days that you are closed also. IE. Christmas, Thanksgiving, other holidays.
   4. Email Address
   5. If they apply
      1. Instagram
      2. Facebook
      3. Twitter
      4. Any other social media link
5. Product or Service Page
   1. I would like a description of all the services or products you offer. This should be short and to the point. Pictures would help as well.
   2. Pricing of your services are also very helpful.
   3. If you are a general store then just a general statement of what you offer is a good alternative.
   4. Frequently Asked Questions (optional)
6. For your 5th page you get to choose what you want to represent your business.
   1. This can be a gallery or a blog. This page can be anything you want within reason.
7. Any other information or media you would want on your website.
8. Lastly what is the best way to reach you?
9. Submit this form and pictures to my email at - [*contact@innovative-designs.org*](mailto:contact@innovative-designs.org)