

Web Development Questionnaire

From [Web Design Business (ABC Web Design)]

To [Company ABC]

Please fill out the provided questionnaire so that we may better understand the type of website that you are looking for. The more information you are able to provide about your services and the services that your website will offer, the smoother the development process will be. Please answer all questions as completely as possible then submit the completed form to us directly.

1. Company Name _____

2. Contact information for in the event of questions or issues regarding your website:

Name _____ Job Title _____

Phone _____ Fax _____ Email _____

Address _____

3. Name and web address of your company.

4. Is the website intended for business or personal use?

Business	Personal (Please go to question 7)

5. Does your company operate a brick and mortar location or is it solely on the internet?

Brick and mortar Internet only

Yes	No

6. Does your business have a logo or a motto that you wish to have displayed on the website?
If yes, please provide the logo and motto as an attachment to this questionnaire.

7. Will you need website content in the form of a blog post?

Yes	No

8. How often will you post to your blog?

1-3 times per week 3-5 times per week 6+ times per week

I will post myself	I will hire a writer

9. Will you be posting the blogs or will you hire out your blog post?

I will post myself	I will hire a writer

10. If you are hiring a writer for blog posts, would you prefer to create a website log-in specifically for the writer to add posts?

Yes	No

11. Do you need a storefront or a regular web page of information for your home page?

Storefront Homepage of information

Yes	No

12. Would you like photographs to be placed on your website?

Yes	No