A few essentials to get started

Choose this form or the detailed brief - you only need one. In text answers about existing items: "None" = you do not have it; "Not sure" = you do not know or want help; "Not applicable" = it does not relate to your project. Please provide your business name, name and email.

Business / organization

Your name

Best email to reach you

Current website address (or "None")

Website example: www.yourbusiness.com. Enter "None" if you do not have a website.

01 What kind of help do you need?

Select...

02 What do you offer, and who is it for?

Example: lawn care for homeowners within 20 miles of town. A sentence is enough.

Main products or services

Ideal customers / service area

03 What would you most like the website to help you achieve?

For example: get more local enquiries, make booking easier, or show the quality of your work.

04 What is the main thing visitors should do?

Select...

05 What are your top 1-3 must-haves?

List up to three things needed for launch, such as prices or bookings. Leave unused lines blank; "Not sure" is fine.

That is the main idea captured. Next: website materials and timing, your website name, then value and payment preferences.

What goes on your website?

Tell us what you have and what help you want. Choose the closest answer. Requests for help are preferences for discussion and a quote; they do not authorize extra charges.

M1 Do you have a logo you want us to use?

Select...

M2 What colors would you like on the website?

Name colors, share color codes, or write "Use our current colors", "Help us choose" or "No preference".

M3 Who will provide the words for your website?

Select...

M4 What photos or images should we use?

Select...

M5 Which products or services should the website feature?

List up to three priorities, such as lawn mowing, garden cleanup and hedge trimming. For a non-selling site, describe the information or work to feature. "Help us choose" is fine.

M6 How should prices appear on the website?

Select...

06 What timing should we keep in mind?

Date example: June 15, 2027. Write "Not sure" if undecided. Budget and payment preferences are on page 4.

Desired launch date, if known

How firm is the date?

Select...

07 Who will approve the plans, and how should we follow up?

Approver name (or "me")

Preferred next step

Select...

08 Anything else you want us to know? (Optional)

Example: a style you like or email that must keep working. Leave blank or write "None" if there is nothing to add.

Your website name

A domain is an address such as yourbusiness.com. You can own one even if you do not have a website yet. These answers are preferences; choosing help does not order a domain or authorize a charge.

N1 Do you already own a website name (domain)?

Select...

N2 What is the existing domain name?

Skip N2 if you chose "No". Otherwise enter the name, or write "Not sure". We can help check who owns it.

N3 Do you have a new domain name in mind?

Answer N3-N6 only if you need a domain or want a different one. Otherwise skip to the next section or page.

Select...

N4 Which domain names are you considering?

If you have a name or ideas, enter them here. Example: yourbusiness.com. We will check availability before confirming.

N5 Any words or preferences for the name? (Optional)

If you want suggestions, mention your business name, location or words to avoid. "No preference" is fine. Otherwise skip.

N6 Who would you like to register the new domain?

Select...

09 Do you need hosting or help managing the website?

Hosting stores your website and keeps it online. Updates are changes after the site is live.

Hosting

Select...

Updates after launch

Select...

Website / email company or helper ("None" or "Not sure" is fine)

Value, payment and ownership

These answers help us prepare options that fit your business. They are preferences for discussion, not a purchase agreement. "Not sure" is welcome; no prices or payment terms are set by this form.

P1 What would achieving your website goals be worth to your business?

Give an amount, currency and timeframe, or describe the practical benefit. Example: save 3 hours each week. This asks about value, not a promise to spend that amount.

P2 How would you prefer to pay for the website?

Upfront purchase

Pay the agreed build price upfront: a higher initial payment than monthly payments. Hosting and care are quoted separately.

Monthly website payoff

Pay off the build price through an agreed monthly schedule. Hosting and care are quoted separately.

Monthly website + care plan

One plan covers website payoff, hosting, domain registration/renewal and ongoing website care.

Select...

P3 What amount would feel comfortable?

Use a range and currency, or "Not sure". Fill only the amount for your preference; if comparing, you may answer both. Monthly totals should include any services you want in the plan.

Total build budget (upfront / comparing)

Monthly total (monthly plans / comparing)

P4 After the website is paid off, what would you prefer?

Select...

Website ownership transfers to you when the agreed build price is fully paid. If you keep monthly services, the recurring price reduces to the services you keep; no build payment remains. The written proposal will separate the build price and payment schedule from service charges, and explain ownership and handover (including third-party licenses) and the services-only price after payoff.

Save this PDF whenever you stop. Return the completed file through the agreed project channel. We will prepare a written summary for your review before confirming scope, cost and dates.