



Home Page Information (Required)

What does your company do?

Why does your company do it?

How does your company do it

What makes your company different from others like it?

Other Notes:

What is your company trying to portray? (Modern, Sleek, Richness, etc.)

What is your company's preferred color scheme?

Please attach any information that visually shows how you would like to portray your business (brochures, business cards, etc.)



Product/Services Page Information

What products and or services does your company offer? Please list each category of products and services that your company offers below followed by a brief description of what the category entails. Also Include the order products/services should be listed.

Category 1: _____ Order #: _____

Description: _____

Category 2: _____ Order #: _____

Description: _____

Category 3: _____ Order #: _____

Description: _____

Category 4: _____ Order #: _____

Description: _____

Category 5: _____ Order #: _____

Description: _____

Category 6: _____ Order #: _____

Description: _____

Category 7: _____ Order #: _____

Description: _____

Would you like to include thumbnail photos of products/services categories? If so please attach photos or indicate to use stock photos below.



Staff Page Information

Please List your company's employees as well as any information you would like to include about your staff such as position, title, email, and phone extension, as well as the order they should be listed. Note: All information provided will be listed online.

Employee 1: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 2: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 3: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 4: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 5: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 6: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 7: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 8: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 9: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Employee 10: _____ Order #: _____
Position: _____ Email: _____
Phone: _____ Other: _____

Would you like to include thumbnail photos of your staff? If so please attach photos. Please leave any additional comments below.



Contact Page Information

If you would like to have a brief description of your company on the contact page please list that summary below.

What are your company's hours of operation?

What is your company's Address?

Would you like to include a Get Directions Link (Yes/ No) ? _____

What are your company phone numbers? List if Department Names if applicable.

Department: _____	Phone: _____
Department: _____	Phone: _____
Department: _____	Phone: _____
Department: _____	Phone: _____

What email address would you like your contact page to connect to?

Are there any email groups you would like to include on the contact page:

Group Name: _____	Email: _____
Group Name: _____	Email: _____
Group Name: _____	Email: _____
Group Name: _____	Email: _____

If there is anything else you would like to include on this page please indicate below.

Attach any other maps or information you would like to use on this page

