General Onboarding

General Information

Company Name (include commonly used abbreviations):

Point(s) of Contact:

Full Name   *Role at Company*   *Email*

Business Address:

Tell us about yourself/your company:

Social media profile links/handles:

Anything else we should know about you or your company?

Project Information

Tell us about your project (ex. what do you need done, what is the problem you are trying to solve or goal you are trying to achieve, etc.)

Do you have any design inspiration you would like to share (Pinterest, Dribbble, Competitor's website, etc.)? Please include links below or send files to us with this document.

Any timeline considerations/do you have a specific deadline?

Anything else we should know?

How did you hear about us?

Thank you for taking the time to share this information with us!

Please send this document to **emily@simplicitydesign.business** and we will get back to you with next steps as soon as possible. We look forward to working together to achieve your goals!