

Website 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

Website's Domain:

Current/Owned Domain Not Purchased Yet

Do you want to change your website's domain?

Yes No

If yes, what would be the new domain?

Owned Domain Not Purchased Yet

Which best describes the purpose of this project?

Complete Redesign and Build

Repairing Existing Site

New Website Design and Build

How many static pages (ex. Home, About, Services, Contact, etc.) will the website have? If you have an exact sitemap/page structure in mind, please list it out below.

Will the website require any of the follow "special" functionality (check all that apply):

Blog/News

Portfolio

Booking Capabilities

eCommerce

Listings

MailChimp/Constant Contact

Social Media Feed

Team Profiles

Locked Content

Complex Forms

Multiple Languages

Other

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.

What are your primary goals for this project?

If you currently have a website, do you know who your host is? If yes, enter host name below and if no, leave blank and skip the next question.

Can you provide or obtain the login credentials for your current website's hosting account? Yes No

Is your domain hosted with a different company than your website? If yes, enter host name below and if no, leave blank and skip the next question.

Can you provide or obtain the login credentials for your domain's hosting account (if different from website hosting)? Yes No

Do you plan on keeping your current host plan for your website?* Yes No

**Elementor has minimum system requirements that may not be met with low end hosting providers. We can help you determine if your current host meets these requirements. If it does not, you will need to upgrade your hosting before the new site can be launched. We recommend InMotion Shared Hosting for most websites.*

Any timeline considerations or requested launch date/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!

