PROJECT ONBOARDING PAPERWORK

What we need from you:

1. Official logos, brand typeface, colors, etc? (please email logos)

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2. What locations (cities, states, etc) do you serve?

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3. Brand messaging, mission statement, slogan and/or tagline

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4. What problem does your business solve?

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5. Copies of any relevant marketing from your organization including brochures, postcards, flyers, etc. (Please email)

6. Deadline for project/need website launched by?

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7. Competition or websites similar to what you offer?

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8. Websites examples you like (with links)

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9. Videos or Links to videos you would like included (please email)

10. Current website address and login (if applicable)

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11. Photos, visuals, graphics, stock photography, videos (please email)

12. Do you want a blog or news page? ☐ Yes   ☐ No

13. Do you want a gallery? Or slideshow? ☐ Yes   ☐ No

14. Text for inside pages and specific calls to action

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15. Calendly, mailchimp, constant contact, etc login information

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16. Link to Paypal donation or Paypal login information?

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17. Social media handles (Instagram, facebook, linkedin, youtube, etc)

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18. Instagram login (if you want a feed)

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19. Specific contact information for contact form (email, phone, etc)

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20.Domain login info (please include domain registrar company name/address)

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