

Brumby Design

Brumby Design will create, design, setup and maintain your website but we believe it should be a 100% representation of YOU and YOUR business. It is important to us that everything on your completed website is what you want it to be and that your site is completed in a timely manner. To help us achieve this, we ask that you consider and submit to us the items withing this Checklist so we may begin YOUR custom website.

Please print, fill-in, scan and email back to us this form plus all text and photos to info@brumbyhorsedesign.com.

CHECKLIST

General Design

- Text copy and titles for each page
- If providing a logo, please provide it in digital format, ie-.jpg, .png, .tif
- If we are creating a logo for you please provide any description or a sketch of you what you would like:

- Please provide 10-20 high resolution, good quality digital photos of what your website represents, ie-yourself, your business, a product, etc and if there are any photos you want placed on a specific page or next to specific text copy
- If you have any specific color themes or layout choices you have in mind, or if you have seen another website that you really like please let us know as it will give us a sense of what you are looking for:

Additional Features

Will you want any additional features on your website? Yes No, you can skip to the next section, 'Domain & Hosting Account'

Video, please provide us with the edited video, acceptable formats are dvd, wmv, avi, if your video is longer than 10 minutes please discuss this option with us further

Forms, Newsletter Submission Contact Form Other _____

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Additional Features, continued

Flash Animation; please provide a description of what you have in mind:

Domain and Hosting Account

1. Do you have a domain registered currently for the website we will be designing for you?

YES-If YES, please provide us with the domain name _____

NO-If NO, would you like us to register a domain name for you or will you do this yourself?

I will register a domain myself

I would like Brumby Design to register a domain for me. Please list two options as the first may already be taken.

1. _____
2. _____

2. Do you currently have a website hosting account that you will be using for the website we design for you?

YES-If YES, please provide us with the ftp information necessary to upload your completed website. Also, it will be your responsibility to ensure the account is capable of meeting all requirements for your website including any video, and scripts as well as large volume traffic to your website.

ftp username: _____

ftp password: _____

NO-If NO, would you like us to setup a hosting account for you? Plans start at \$100.00 per year.

Yes, please setup a hosting account for me

No, I will do this myself and give you the required ftp information

Once the information on the Checklist is provided to us and the 50% deposit is received we will be able to begin your website design.

If there is any information you would like to send to us through the mail/post please email info@brumbyhorsedesign.com to receive our current mailing address.