

# Web Design Worksheet/Contract



Name: \_\_\_\_\_  
 Company Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_  
 Telephone/ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ @ \_\_\_\_\_ .com

**PURPOSE** Why do you want a website? Rank the following reasons with 1 being highest.

\_\_\_ To keep up with the trend.    \_\_\_ To attract new clients.  
 \_\_\_ To advertise products/services.    \_\_\_ To sell products online.  
 \_\_\_ To provide information online and allow downloads.  
 \_\_\_ Other: \_\_\_\_\_

## GRAPHICS AND LOGO

If you need extended graphic designing or logo creation you will be billed for any time used beyond this time. \* Please make sure that images submitted for use on your site are used with permission of the owner.  
**Your logo should be submitted by email or saved on a disk.**

## COLOR, TEXT AND NAVIGATION PREFERENCES

What is your color preference(s): \_\_\_\_\_  
 Do you have a preferred theme? **Y** **N** (If Yes, explain: \_\_\_\_\_)  
 Please indicate your preferred font for:  
 Page Titles: \_\_\_\_\_ Body/Text: \_\_\_\_\_  
 All Websites need navigation, would you like yours at the **Top, Left or Right?**

## SITE CONTENT

We do not write the content for your site. You are expected to provide the content for your site on a disk or as an email attachment (Microsoft Word). You will be provided at least two opportunities to review and edit the information before it is posted on the internet. We are not responsible for editing your text.  
**X** Initial \_\_\_\_\_

## WEB DESIGN

Our website design prices are very reasonable for the level of creativity and professionalism we provide.

		Qty	Total
Home Page	\$150	1	\$150
Additional Pages	\$50		
Shopping Cart Setup - up to 50 items **	\$80		
Shopping Cart Setup - up to 100 items **	\$100		
Shopping Cart Setup - up to 200 items **	\$150		
Flash (each)	\$40		
Web Hosting and Domain Name◇	Varies		
<b>Estimated Total</b> <small>(excludes Hosting, Domain and Shopping Cart)</small>			

♣ Deposit of 50% requested at time worksheet/contract is returned and work has been started. If contract is terminated by customer before the site is available for preview, half of the deposit will be refunded. Deposit is non-refundable after the site has been developed and provided for preview.

\*\* Set up of shopping cart is separate from the actual purchase of your desired shopping cart. The shopping cart set up includes graphic design and insertion of information into your shopping cart program while the cost of the shopping cart program (separate) will vary depending on the features you desire.

◇ Web Hosting and Domain Name depends on the specials available at the time you're having your site developed. Quote will be given upon consultation.

## MAINTENANCE

Within 2 Weeks of Site Design	No Charge	
H2 Single Maintenance	\$35	
H2 Silver Maintenance - Changes or updates to website throughout 12 month period. 3 hours of design or editing available.	\$150	
H2 Gold Maintenance - Changes or updates to website throughout 12 month period. 6 hours of design or editing available.	\$300	