



Website Order

G2# _____ **Date:** _____
Digital Rep name: _____ Rep number: _____ Rep Extension: _____
Account Rep name: _____ Extension: _____

Client Information

Business Name: _____ Ph: _____
Acct Number: _____ Contact Name: _____
E-mail Address: _____

Project Type

- Custom Website \$ _____
- Custom Splash Page \$ _____
- Campaign Landing Page \$350
- Maintenance Package \$500
- Acquire URL \$49/year
- Hosting \$25/mo

Project Details

Website Address (URL): _____
Website Structure/Pages: _____
Projected Launch Date _____ E-Commerce _____ CMS _____
Site Hosting Company: _____
Username: _____ Password: _____
Email Hosting Company: _____
Username: _____ Password: _____
Domain Registrar: _____
Username: _____ Password: _____

Existing FTP Details

Username: _____ Password: _____
Contact Name: _____ Ph: _____
Email: _____

Development Contact (if different from above)

Contact Name: _____ Ph: _____
Email: _____

Creative Design Needed? - if yes, proceed to Page 2.



Creative (Design) Content Website

G2# _____ **Date:** _____
Digital Rep name: _____ Rep number: _____ Rep Extension: _____
Account Rep name: _____ Extension: _____

Client Information

Business Name: _____ Ph: _____
Acct Number: _____ Contact Name: _____
E-mail Address: _____

Project Title/Description: _____
Today's Date: _____ First Proof Needed Date: _____ Final Need By Date: _____

Job Description:

Web Page Design 1300x1250

Navigation:

List other elements to be featured on the home page:

Message/Content:

- Customer Supplied Content or
 Content Generated by Custom Pubs Writers (Complete Content Request)

Headline/Benefit/call to Action

Offer

Source: (pick up ad #, website, previous job) _____

Target Audience: Age _____ Gender _____ Income Level _____

Other interests _____

List specific websites, styles, colors, etc that reflect goal of this design.