

Website Briefing Form

This form has been designed to make it easier for us to understand exactly what you are looking for and what you expect from us in return. It will help us to provide you with the best design solution. One that will suit your needs, budget and time frame. All prices quoted are estimates only and will be confirmed and adjusted if required on commencement of the job. If the specifications of the job change after quoting, it will need to be requoted. Any changes made to the brief after quoting, will be charged at our hourly rate and will appear on our final invoice. Please email the completed form to fran@quendadesigns.com.au or ring Fran Bolland on 0411 03 04 03 for further information.

Contact Name	Business Name
Email	
Landline	Mobile
Address	

Is this a New business or Existing business? If existing, what is the age of the business? _____

Do you have a current website? Yes No If yes, what don't you like about it? – eg. *badly designed, outdated, hard to navigate, broken links etc*

What are the main services that your business offers? _____

What are the key selling points of your business? _____

Who is the intended audience for your website/who do you hope will visit it? _____

What are visitors trying to achieve when they visit the website? Are they researching a product/service? Yes No or trying to place an order? Yes No Other reason _____

How frequently do you expect the same people to visit the website? _____

Is this to be an ecommerce store or a news/bloging website, with frequent repeat visitors? Yes No

Name any websites that you like the look of, which you think would work well for your business? _____

What sort of design/image do you envisage for your new website? Clean/Modern Fun Traditional Other? _____

Do you already have your own domain name? Yes No If no, would you like us to organise it for you? Yes No

Will you supply your own photos? Yes No Will you require stock photos? Yes No Will you require copywriting? Yes No

Will you require illustrations? Yes No If yes what sort _____

Would you like a single page/vertical website? Yes No Do you have an existing logo and branding? Yes No

Do you have a colour scheme in mind? Yes No

Will you be providing us with a sitemap or a list of pages/sections you would like in your site? Yes No

If yes, please give a rough list here, eg. *About Us, Services, Team, Contact* _____

Features and functions

Are there any other features that you require us to integrate into your website such as a picture gallery, blog, ecommerce, booking facilities, etc _____

Websites designed by Quenda Designs are built using the WIX platform. WIX is a full content management system. This means that you the client will be able to self manage the website, changing all and any content, including layout and menu items, once the website is completed if you wish. Hosting is also done through WIX. WIX Websites CANNOT be hosted by any other hosting provider.

Do you think you are likely to want to be able to edit the website yourself? Yes No

What date do you want/need to launch the website by _____, is there a special reason for this? _____

What budget do you have for the website?

Please be realistic with your budget, so we can determine whether we can design and build the style of website you require in the time frame you want. Any changes to the initial content and requirements will increase the final cost. You will be informed of this at the time, and will need to give written approval of the cost increase before any further work commences.

- \$700 (very simple 1 page site with up to 4 sections, or simple 4 page site) - includes mobile template
- \$700-\$1000 (simple 1 page site with up to 5 sections, or simple 5 page site) - includes mobile template
- \$1000-\$2000 (more complicated site) - includes mobile template
- \$2000+ (complicated site, including the above, possibly with ecommerce facilities)