

## Website Creation Form



We need more information about you, your business and the website you want to create.  
Please complete this form and submit it to us.

Information needed

**Please complete the fields below:**

Name:	<input type="text"/>
Surname:	<input type="text"/>
Mobile Number:	<input type="text"/>
Telephone Number:	<input type="text"/>
Physical Address:	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

**Business Details:**

Business Name:	<input type="text"/>
Reg. Number:	<input type="text"/>
Telephone Number:	<input type="text"/>
Mobile Number:	<input type="text"/>
Fax Number:	<input type="text"/>
Email Address:	<input type="text"/>
Physical Address:	<input type="text"/>

	<input type="text"/>
	<input type="text"/>

Postal Address:	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

Use the following section to tell us more about the website you want to create. This information will help us to design and develop your web site quickly and efficiently and getting it online as soon as possible.

**Remember that content on your website is VERY important.**

Please complete the following questions as effectively as possible and supply us with as much information as you can. The more info we get now, the less we will need to get from you at a later stage and the sooner we can get your site online.

It is important for us to know what you want to achieve with your website. Tell us why you want a website, what your goals for the website are and how you think your business will benefit by having a website.

Give us three possible domain names for your new website.

This is the name or address that you want people to type into their browsers when they visit your site.

Please use the following format: www.yoursitename.co.za

Domain 1: \_\_\_\_\_

Domain 2: \_\_\_\_\_

Domain 3: \_\_\_\_\_

Choose the email addresses that you require.

Your emails will be linked to your domain name eg. something@yoursitename.co.za

Use personal names or words like Info or Accounts. Only give us these words or names now.

We will automatically link it to your domain once your domain is registered.

Email 1 : \_\_\_\_\_

Email 2 : \_\_\_\_\_

Email 3 : \_\_\_\_\_

Email 4 : \_\_\_\_\_

Email 5 : \_\_\_\_\_

Go to <http://www.lockshionprojects.co.za/wgallery.php> for our Template Gallery and choose the initial look of your website.

The look of your site will not only be determined by what you want it to look like, but also by the functionality you want on the site. Give us the number and name of the templates you prefer and we will try to incorporate that into the the functionality of your site.

Look 1 : \_\_\_\_\_

Look 2 : \_\_\_\_\_

Look 3 : \_\_\_\_\_

What are your corporate colours or what do you want the main colours of the website to be?

Tell us more about your business.

What do you do, how long have you been doing it for, what sets your business apart from the rest etc.

Give us as many unique keywords as you possibly can to describe your main business function.

Words that you think customers will use when they search for products and/or services that you sell or provide.

Give us the detail of the Products and Services you would like to sell on your website.

We have limited the info to 5 for now. If you have more Products and Services to add, we will do this for you at a later stage.

1. Product/Service Name: \_\_\_\_\_  
Product/Service Price: \_\_\_\_\_  
Product/Service Description: \_\_\_\_\_

2. Product/Service Name: \_\_\_\_\_  
Product/Service Price: \_\_\_\_\_  
Product/Service Description: \_\_\_\_\_

3. Product/Service Name: \_\_\_\_\_  
Product/Service Price: \_\_\_\_\_  
Product/Service Description: \_\_\_\_\_

4. Product/Service Name: \_\_\_\_\_  
Product/Service Price: \_\_\_\_\_  
Product/Service Description: \_\_\_\_\_

5. Product/Service Name: \_\_\_\_\_  
Product/Service Price: \_\_\_\_\_  
Product/Service Description: \_\_\_\_\_

Links help to improve your site visibility on the internet. It is very good practice to link to friends or business associates.

Supply us with the website addresses and a short description of the links you would like to put on your website.

1. Link Url: \_\_\_\_\_  
Link Description: \_\_\_\_\_

2. Link Url: \_\_\_\_\_  
Link Description: \_\_\_\_\_

3. Link Url: \_\_\_\_\_  
Link Description: \_\_\_\_\_

4. Link Url: \_\_\_\_\_  
Link Description: \_\_\_\_\_

5. Link Url: \_\_\_\_\_  
Link Description: \_\_\_\_\_

Which of the following pages would you like to add to your website?

- Photo Gallery
- Videos
- Survey
- Appointment Booking
- Document Downloads
- Specials & Promotions
- Frequently Asked Questions
- Forum
- Members Only Area
- Announcements
- Events Calendar
- Searchable Databases
- Newsletter/Blog
- SMS Shortcode Marketing
- Online Ordering
- Live Chat
- Hovering Sidebar
- Facebook Integration

Please email us your business logo: [info@lockshionprojects.co.za](mailto:info@lockshionprojects.co.za).

If you do not have a business logo, we can design one for you. Describe to us what you want your logo to look like. Be as specific as possible.

Do you have any photos or pictures that you would like us to put on your website?

If you do, please email them to [info@lockshionprojects.co.za](mailto:info@lockshionprojects.co.za).

Is there anything else that you would like to put on your website/do with your website that has not been covered in the previous questions? If so, please tell us what that is: