

IFDA Standard Web Set Up Data



Phone: 770-592-5858

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1. What do you want (what is) your domain name to be?

2. Do you already own it? Yes / No, please purchase it

3. If you own it, do you know how to change the DNS servers?

YES / NO

If NO, then please give us the login info for your domain name registrar (i.e. GoDaddy, NetSel, others)

Registrar web address:

Username:

Password (CaSe SensiTivE):

Client/Company name:

Submitted by:

Date:

4. Do you have a logo for us to use? (circle one)

a) YES will email it asap.

b) NO, please create a simple one (type set my store name)

c) NO, please have your graphic artist create a custom one. (additional charge)

5. Do you have a special saying or slogan for your store?

6. Do you have your own images/clipart or will we need to use stock photos?

a) Have images (please send before we start your project) b) Use Stock

7. Do you have text written for your site?

a) I have text written (we will request for you to email the file to us once we start the project)

b) Please use basic text for our flooring products info.

c) I need your custom copy writing services.

8. What colors would you like or not like to use?

Like to use: _____

Do not use: _____

9. What is your full store address and main phone number?

10. If more than one location, please list all branch addresses:

11. What are your store hours?

Store1:		Store2:	

12. List all e-mail accounts that you want for your new website or list the existing email accounts that you use on your current website if you already have one. (ex: info@yoursitename.com)

13. If you already have email accounts on your existing website, how do you use them:

- a) Web based email program
- b) Microsoft Outlook (Express, Outlook 2003, Outlook 2007, Outlook 2010)
- c) Mobile device (Please specify: _____)
- d) Forwarded to a personal email account
- e) Other (Please specify: _____)

14. Choose your product pages: (ex: Carpet, Hardwood, Laminate, Tile etc.)

1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

15. What services do you provide?

16. What is your basic finance offer (if you have one)?

17. What credit cards do you accept? _____

18. What surrounding cities do you serve?

19. Please list major brands you carry: _____

20. Would you like the standard 10% off Coupon on your site for next purchase excluding sale items, material only, please present prior to purchase Coupon? Yes / No

21. Please give us any additional information that may be helpful with designing your website.