



Website Development Plan Contract

1) Organization Name: _____

2) What domain name would you like (or do you already have one?). If you don't have a name registered yet, please give at least one alternate name in case your first choice is not available. To search for available domains, you may check: www.networksolutions.com

3) If there are any websites you like the look of please list them here so that I may get a better understanding of the design style you are interested in.

4) Making the section navigation is the most difficult part of designing a website, thus the sections need to be determined before the designing begins. Please layout the sections you would like for your Site Organization:

Main Sections: _____

Sub-Sections:
(optional)

Main Sections: _____

Sub-Sections:
(optional)



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5) Do you have a color preference, style or theme for your website? If so please describe below:

6) Do you have a web ready logo you would like incorporated in the site? Yes No

7) Do you have photographs you would like to be included in your website? Yes No

Please note that you must own or have permission to use any photographs or graphics you provide me with. If you do not, I have copyright-free photos and clipart that can be used on your website.

8) Keywords that people might use to find your website product or service from a Search Engine.

9) Will you have wording or other content ready for your website? Yes No
We'll need to agree on the general wording you want for each page.

10) Target date for your website to go on-line: _____

11) Check any extra services that you are interested in adding to you website or discussing:

- | | |
|-------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Web Logo | <input type="checkbox"/> Page counter |
| <input type="checkbox"/> On-line forms | <input type="checkbox"/> PayPal Payment Button |
| <input type="checkbox"/> Photo cropping, retouching, stylizing for your website; Photo scanning | <input type="checkbox"/> Google search, search within your website or the whole internet |
| <input type="checkbox"/> Video clips for website | <input type="checkbox"/> Search engine submission |
| <input type="checkbox"/> Photo slide shows | <input type="checkbox"/> Search engine research |



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12) Comments or message to M Reid Solutions:

13) Sign, date and deposit:

On behalf of my organization, I approve the above Web Development Plan and I authorize M Reid Solutions to use this plan as the basis for developing my website. I understand that I must own the copyright or have permission to publish any pictures I provide M Reid Solutions. I have received a copy of M Reid Solutions Services and Rates.

Signed Organization

Organization Relationship (Owner, Manager, etc.) Date

Deposit of Website Design & Development Fee (\$250) enclosed: Yes No

Office Use Only	
Received Date: _____	Deposit Info: _____
Accepted By: _____ Mark Reid, M Reid Solutions	Accepted Date: _____