**Non-functional questions**:

1. Firstly, ask them to brief about their company and project. So that we can start further questions accordingly.
2. Asking for an overview of scope of the project?
3. What is the estimated Billing/budget allocated for the project?
4. What is the primary user base – Who should we target as our primary audience?
5. Who are your main competitors?
6. Balancing your budget and who would be the team/point of contact from their side?
7. How would they like to get the work delivered- for example: Iterations or all at once?
8. What are the thoughts on structuring the site for scalability to support future expansion?

**Functional questions:**

1. Do you currently have a website and what is/isn’t working for you?
2. If yes, any specific features that they would like to carry forward or discontinue from the current website?
3. What Owner details should be included in the form?
4. What Pet details should be included in the form – Species, Breed, age, sex, Spayed/neutered?
5. What are the documents that are required for applying for license?
6. What kind of Vaccination details to be included such as rabies, distemper shot or vaccine FVRCP for cats?
7. Would you like to add any features supporting pet Identification into our website?
8. Does the License fee depend on a certain criterion - age of owner (senior citizens), pet is altered or unaltered or common fee for all irrespective of the category?
9. Should the website or form support any online Payment methods such as credit cards, apple pay, PayPal etc. or payment should be done only through check or money order?
10. Should the website only have first time application form or include License renewal and other features as well?
11. What is the expected or usual website traffic if they had a website previously to understand and support load balancing?
12. Should the website be supported on all devices like phones, iPad etc.?
13. Any feature plans to build the website as a Mobile app later?
14. Should the website support language translation?
15. Should the website follow/support 508 compliances?
16. Would they like to add other set of users being able to access the website such as veterinarians to upload and check the pet health and vaccination details, pet food and accessories suppliers?
17. Should the website include other facilities like being able to apply for dog park pass , book an appointment with nearby veterinarians for vaccination, health checks or order food supplies in the same website ?