

From: Mindy Rox
To: You
Subject: Website- 1st requirement!

Dear collaborator:

As we have discussed, I have contacted you because I require your services to **develop a website** for my business.

I'm still not entirely clear how I want it, so for this first instance, I would like you to start building a few pages with the main information of my business. For that, I attach my logo and some main images so that you can think about the "style" as well.

I am confident that with your technical skills and my knowledge of the business, we will be able to build the best possible **web page**.

So I'll wait for you to let me know when you're done with this **first submission**, meanwhile, I'll think about **what to do next!**

Atte:
Mindy Rox