Website Content Prep Checklist

This checklist helps you gather everything you need before starting your website setup.

You do not need to have everything perfect. You just need everything in one place.

Basic information

☐ Artist name as you want it displayed

☐ Short artist bio or about text

☐ Contact email you want listed on the site

Tip: A few short paragraphs are better than something overly long.

Music and media links

☐ Spotify artist link

☐ Bandcamp link (if applicable)

☐ SoundCloud link (if applicable)

☐ Apple Music or other platforms you want included

☐ YouTube or video links

☐ Any embed codes you already use

Tip: Paste all links into a single document so nothing gets lost.

Social links

☐ Instagram

☐ TikTok

☐ Facebook

☐ Twitter or X

☐ Any other platforms you actively use

Tip: Only include platforms you actually want people to visit.

Shows and events

☐ Upcoming shows or tour links

☐ Ticket or event pages

☐ Confirmation if no shows should be listed

Tip: If you do not play live, this section can be skipped.

Visual assets

☐ Logo file (if you have one)

☐ Artist photos

☐ Album artwork

☐ Any images you want featured on the site

Tip: Place all images into one folder before uploading.

Preferences (optional)

☐ General vibe or tone you like

☐ Examples of sites you are drawn to

☐ Light or dark preference (if you have one)

Tip: Simple notes are enough. You do not need to overthink this.

Final check

☐ All links open and work correctly

☐ All files are final versions

☐ Everything is ready to upload

What happens next

Once your content is gathered, you will upload it to your private intake folder after purchase.

Your site is built inside your own Squarespace account and handed over to you with walkthroughs so you can update it yourself going forward.