

Onboarding Questionnaire

What is your primary goal for your website?

Enter your answer here

What branding materials do you currently have?

- ☐ Logo
- ☐ Mood board
- ☐ Fonts
- ☐ Color palette
- ☐ Tagline
- ☐ Mission Statement
- ☐ Website domain (ex: www.yourbusiness.com)
- ☐ Company email address (ex: yourname@yourbusiness.com)
- ☐ Other (describe below)

Enter your answer here if you selected "other"

What challenges do you have currently with your presence online?

Enter your answer here

☐ I don't have a website

Describe the services you offer.

(If you sell products online, give an overview of what you sell with examples)

Enter your answer here

Do you have any business content already created?

- ☐ Professional photography
- ☐ Team Headshots
- ☐ Blog posts or articles
- ☐ Video content
- ☐ Other content you or your team has created? (Recipes, guides, tutorials, podcasts, etc) Describe below

Enter your answer here if you selected "other"

Do you currently collect customer contact information?

- ☐ Email addresses
- ☐ Phone numbers
- ☐ Addresses
- ☐ Other

Enter your answer here if you selected "other"

What is your desired timeline to complete this project?

Enter your answer here

What social media do you currently leverage?

- ☐ Facebook
- ☐ Instagram
- ☐ LinkedIn
- ☐ Whatsapp
- ☐ Discord
- ☐ Twitter
- ☐ Telegram
- ☐ Reddit
- ☐ Others (list below)

Enter your answer here if you selected "other"

General Business Information

Legal Business Name & Legal Structure Type

Business Address & Phone Number

Hours of Operation (if open to the public)