

# 3 Day Website Questionnaire

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**PLEASE READ:** Answer the questions below via email to [office@mekalwebs.com](mailto:office@mekalwebs.com). Place your name in the subject field. If you do not want to provide information a Mecal Web's website builder will create information for that section.

**PLEASE READ:** When you are done providing information simply email us and let us know your done providing information. We will not be able to finish your website until you have confirmed with us that you're done providing information

*Reference # next to the question when emailing Mecal Webs*

## Basic Information

1. Do you have an existing website? Is this an add-on or replacement?
2. What is the main purpose of this website?
3. What is your business/entity's #1 mission or goal?
4. Provide your business/entity's name, address, phone (this will be displayed on website)
5. Provide your business/entity's logo (If we do the logo it will be text like the MEKAL WEBS Logo)
6. Tell us how you are currently scheduling customers
7. What is your #1 service or product you offer
8. List your other services or products (number them by importance if you'd like)
9. What email address would you like your website inquiries to go to?

## Website Design

10. Choose three colors for your website [HERE](#) (record the RGB numbers for each color)
11. Do you have a specific layout you'd like for the top menu of your website?
12. Do you have pictures you'd like on your website? Please email them to [office@mekalwebs.com](mailto:office@mekalwebs.com)
13. Do you have typed content you'd like to provide? Email us or send us a document at [office@mekalwebs.com](mailto:office@mekalwebs.com)
14. Do you have customer reviews you'd like to add to your website? (google reviews, internal reviews, etc)
15. Provide any additional information we need to know. Email us anytime at [office@mekalwebs.com](mailto:office@mekalwebs.com)