

Castle Site Design Client Worksheet

818.439.2465
www.castlesitedesign.com

Business Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: (____) _____ Fax: (____) _____
Contact Person _____ Title _____
E-mail Address _____
Do you have a website? yes ___ no ___
Website address _____
Do you have a domain name? yes ___ no ___
Domain name _____

Submit the following items and your online presence will begin:

- Client Worksheet completed and signed.
- Attach the written content information, in paragraph form, for each page of site.
- Brochures, flyers, letterhead, business card, and other printed material to show company image.
- Graphics, photographs, logos (you must own or have permission to use all submitted items.)
- Website design agreement
- Remit initial deposit for 50% of total agreement.

We will include a link at the bottom of your pages to our site.
Your completed website may be used in our portfolio.

Mailed materials will not be returned. Please keep original copy for your records. Submit images via email attachment to info@castlesitedesign.com

By submitting this worksheet and other content items as requested above I authorize Castle Site Design to construct a website using submitted information as the basis of the design.

Client _____
(Please print)

Signature _____
Title _____ Date: _____
Castle Site Design _____ Date: _____