

Teligenge International Web Development Request Form 1.

I, _____, hereby request the services of Teligenge International for Web Design and Development.

First, Please Provide us with the following:

1. Business Name _____

2. Business Address _____

A. Business City _____ State _____ Zip _____

B. Business Phone _____ Fax _____

C. Business Email _____

3. Requested Domain Names: example **www.YourBiz.com**
.com for Commercial, .net for network, .org for organization

Primary Domain www. _____ . _____

In the event the primary domain name isn't available, please clarify other options.

Secondary Choice www. _____ . _____

Third Choice www. _____ . _____

4. Please Indicate what type of website you need:

Basic Site

Just information about the company, products, pictures of products, and contact information.

Extended Site

Information about the company, products, pictures of products, contact information, and input/request forms with a database.

Advanced Site

All the above with a shopping cart and online payments.

I request a _____.

5. Give some detail on any layout ideas, color schemes, font types, and any other design notes or preferences.

Teligen International Web Development Request Form 2.

To speed up the process, please send by email, the following information:

1. Any pictures of products, the company, employees, and logos.

Pictures, Logos, and Images should be in the following format:

GIF, BMP, JPG, JPEG, TIFF, PNG.

If you have alot of images, feel free to burn them to a CD and mail to us.

2. Type up content information for the Website as follows:

For overview pupposes, if you have access to Microsoft Word, use that to type up the website content, and then email it to us.

Home page:

Write up a welcome note, introduction, information on the products or services.

Also include what images you would like shown and where.

About Us page:

Write up a summary of the business, goals, purpose, mission statement, and any other info on the owners or employees.

Also include what images you would like shown and where.

Contact Us page:

Write up a brief summary about customer service and how you look forward to hearing from customers. Also include a list of contact people, phone numbers, faxes, emails, and any other contact sources.

Also include what images you would like shown and where.

Products/Services page:

Write up information and details on products/services, along with manufacturing information, prices, sizes, or any other need to know information.

Also include what images you would like shown and where.

Website Costs:

Development Fee

The fee for building the site.

Updating Fee

Any fee for updating the site once the overall development is complete.

Domain Name Fee

The yearly fee for the domain name mentioned in Form 1.

Normally between \$5-\$15.

Hosting Fee

The monthly fee for hosting the site on a webserver.

Normally between \$8-\$25.

If You have any questions, Feel Free to contact us at (320)762-2305 or webmaster@teligeninternational.com
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