

WEB DEVELOPMENT CONSULTATION PREPARATION CHECKLIST

Business and Website Goals

Describe your short-term goals:

Describe your long-term goals:

Desired launch date for the new site:

Target Audience and Competitor Analysis

Define your primary audience:

List key competitors and their website URLs:

Design Preferences

Preferred color scheme and design style:

List websites you admire:

Website Features and Functionality

Required features (e.g. eCom, booking...):

Any special functionalities or integrations?:

Technical Information

Current hosting provider/domain registrar:

Do you have full access to it?:

Content Preparation

List existing content that needs updating:

Describe any new content needed:

SEO and Analytics

Do you currently use Google Analytics?:

List any SEO tools or platforms used: