

CUSTOMER QUOTE/ORDER Date: ___/___/___

Business Name: _____

Contact Name: _____

Phone/Mobile: _____

Email: _____

Address: _____

XMEDIA DIGITAL SOLUTIONS

BRAND MARKETING: *CREATE . BOOST . ENGAGE*

Reason for Enquiry Today? _____

WEBSITE:

Is this a NEW website or a REVAMP? (Completely new / New site, existing content / Existing site, new content / Existing site, existing content / Other) _____

Do you have a domain name? **Yes / No** (What is it? Do you have one in mind? Are you after .com or .com.au?) _____

Do you have your own hosting? **Yes / No**

Would you like a quote on our hosting? **Yes / No**

Do you need emails setup? **Yes / No**

Addresses: _____

Do you require a shop / store? **Yes / No**

Do you need us to add products? **Yes / No**

Approximately how many products do you have to add? _____

Do you have a loyalty / points program to be incorporated? **Yes / No**

How many pages does the website need (Qty & Titles)? _____

Do you require Social Media Integration? **Yes / No** (Links to SM Sites only / Live feeds)

Do you need a blog? **Yes / No**

Do you need us to supply content for the blog? **Yes / No**

Do you have a current logo? **Yes / No**

Do you need a new logo or to have yours redrawn? **Yes / No**

Can you supply all content? **Yes / No**

Wording, text & ALL information? **Yes / No**

Images & photos? **Yes / No**

Do you need images taken? **Yes / No**

Do you need us to supply 'stock' images? **Yes / No**

How many / what kind? _____

Do you have any websites or colour schemes you like (if NEW or REVAMPED site)? _____

Do you have any specific or strict branding guidelines that need to be adhered to? **Yes / No**

What is your timeframe or deadline? _____

OTHER NOTES: _____

PAID ADVERTISING:

What is the purpose of the ad/s? _____

Google or Facebook for advertising (or both / open to suggestion)? _____

How long do you want the ads run for? _____

Are you after image or text only based ads (or both)? _____

Will you be supplying images & logo? **Yes / No**

Do you need us to supply 'stock' images? **Yes / No**

OTHER NOTES: _____

SOCIAL MEDIA:

Do you have a Social Media Presence? **Yes / No** (What Platforms?) _____

Do you need us to set them up for you? **Yes / No** (What Platforms?) _____

How many of these accounts do you want us to manage? _____

What does your brand focus on? _____

Do you have any regular promotions / competitions that we will need to run? _____

When are you looking at starting? _____ 6 or 12 month contract? _____

OTHER NOTES: _____

LOGO DESIGN:

Do you want a completely new logo? **Yes / No** Do you want your current logo redrawn? **Yes / No**

Does your business have a Tagline? **Yes / No** What is it? _____

Do you want the tagline to be included in the logo design? **Yes / No**

Do you have colours / ideas / samples etc that you like? _____

Do you have a preference on horizontal / vertical / square etc.? _____

Where will the logo most commonly be used? _____

What is your timeframe or deadline? _____

OTHER NOTES: _____

PRINT / OTHER DESIGN:

Can you supply your logo (hi-res)? **Yes / No** Is this a REDESIGN or NEW DESIGN? _____

What are you wanting designed (Bcards, Wcomps, Lheads, Flyers, Envelopes etc.)? _____

Do you have colours / ideas / samples etc that you like? _____

What sizes? _____

Will you be supplying all content (text, info etc.)? **Yes / No**

Are we doing design only, or design & print? _____

Quantities / stock / finish / types etc.? _____

What is your timeframe or deadline? _____

OTHER NOTES: _____

OTHER SERVICES:

Where did you hear about us / how did you find us?: _____
