



## Web graphic designzbyyou created by Pcreationz

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Carliss Green

PH – 513-373-0347

[Pcreationz1@gmail.com](mailto:Pcreationz1@gmail.com)

[www.facebook.com/Pcreationz1](https://www.facebook.com/Pcreationz1)

[www.pcreationz.com](http://www.pcreationz.com)

[www.instagram.com/pcreationz](https://www.instagram.com/pcreationz)

### CUSTOMER WEBSITE ORDER FORM

Customer:

Email:

Proofs or Approval for websites are normally 72 hours- 1-week

Effective Date: 3/01/2025

Ship Via: Email/www or Disc

Product-ID: 00000

Special Instructions: See next page for Website or Fb Business Page questionnaire

*(All proofs or samples are subject to a fee yet yours to keep half of payment is required at the start of project, however, are copyright material and will be watermarked)*

**Thank you for your business!**

## **Custom website design or Fb Business Page**

*Please contact Pcreationz for our package pricing for our Web site and Fb Business Design package*

Please fill out our website questionnaire to help us gather this information to greater understand your needs for your new website.

### **step 1: Gathering information.**

What is the purpose of your site?

What info do you want to provide? Promoting a service? Selling a product?

What are the goals for the site?

Target audience?

### **step 2: Planning**

What pages do you want? Content, Home, About Us, services? (E-commerce website is different pricing

1.

2.

3.



Would you prefer Pictures, Slideshows, or Gallery?

1.

### step 3: **Design**

What are some websites you currently like and why? Style?

What is the overall look you are going for?

Colors?

**Specific photos you want?** *(All photos and content are to be provided by you or business, if you chose to have Pcreationz to provide content and pics there will be a up charge on your total amount)*

All of this comes into play, while we design your website mockup. Once your mockup is completed, we will have you to gain access to view your new home page design. Now is your chance to let us know what/if you do not like to change. 6 hours are allotted for your Mockup, all additional time spent on design changes will be billed at our regular hourly rate. If there is something you do not like, please let us know before you approve your mockup. Once the mockup is approved, it goes into the coding phase. It is much more difficult to change the design once your site has been coded.

An up charge of \$50 for content and or pictures or graphics that will be added to the total cost of a website for those who chose to give full range of content to Pcreationz during the website development!

### step 4: **Development**

Your website is now in the coding phase. Your mockup is now becoming a working site.

During this time, it would be helpful for you to send us your hosting account information. Having this information in advance will allow us to have a quick upload when the time comes.

If you do not already have domain name registration and/or hosting, Pcreationz recommend exploring the different plan options available for your site based GoDaddy or Wix accounts which are Pcreationz recommended companies to purchase from.

If you do not feel comfortable setting it up yourself, we would be happy to do it for you.

**Fb or IG Business Page** accounts are free therefore we only ask clients to provide their Username, password, email, and Business Page name to start development. The pricing for development starts at \$40.00 to set up page this does not include Logo, Banners or added features. Consult with Pcreationz to develop the perfect Business page for your Company. Packaged deals are available on request.

### step 5: **Testing / launch**



During this period, we will send you some work proof.

This work proof will allow you to see what your website will look like. How things will move. All the content, etc.

Once your work is proof has been approved. We will send you your final invoice for the remainder balance. Once this is paid, we will finalize your site and make it live to the world!

#### step 6: **Maintenance**

Depending on your business, you may need a little or a lot of maintenance.

All maintenance is billed at our contract rate. Therefore, a contract will need to be agreed upon and signed by Pcreationz and your business. The cost for maintenance fees will depend on the amount of work needed and based on an hourly/fee of \$ 50.00 with a minimum of 1 hour.

#### Basic informational website design

starting at \$350.00

– includes custom design, 3 pages, and ability to log in and make changes yourself (All pictures and content is provided by business owner) Any additional pages are \$50.00 per page. Not including e-commerce which is \$150.00 that includes set up with up to 10 products, shipping, and payment processing

#### e-commerce website design

starting at \$500.00

– includes custom design, 2 informational pages, installation of e-commerce page, setup with up to 10 products, Package page or Plan page, and payment processing, and ability to log in and make changes yourself and manage your new online store. Booking, scheduling, and any other processing pages are an additional \$100.00

#### website maintenance

Pcreationz will maintain your website for you if you choose not to have an administrative back end to manage it yourself. We can also maintain your website if you do have an administrative bank-end and simply do not have the time. Minimum 1 hour – billed at the end of each month. We do not have a base monthly fee, so if you do not change anything on your website, you are not charged anything. Please ask us for any additional questions you may have. \$50/hour minimum work.

**Thank you for your business!**