

# WestPage Publishing Website Order Form

**Step 1:** Decide on your name: Need help? click to learn about [Domain Names](#)

Already own a domain name?

Do you have a name in mind?

Second choice?

**Step 2:** Put as many of these items in an envelope as you can find:

For more info click on [How to Start](#)

Letterhead

Catalogue

Customer forms

Logo

Brochure

Employee Photos

Yellow page ad

Price List

Photos of products

Newspaper ads

Supplier brochures

Photos of location

**Step 3:** Authorize us to do the work:

I, \_\_\_\_\_ (your name), authorize WestPage Publishing to design a "starter" website for \_\_\_\_\_ (business name). I agree to pay the \$350.00 package price for the site, as soon as it is published to the internet. I agree to review the site and provide changes and corrections as needed. I will provide material and/or information for this site in a timely fashion, within the questionnaire, and by mail, email or fax.. I agree to pay \$25 per month hosting for this site for a minimum of one year, and will attempt to promote my website address in as many ways as possible. I understand that new pages, major changes, databases, shopping carts, etc., are available at an additional charge. Cancellation requests after the first year will be in writing, prior to the end of term.

WestPage agrees to Order (or request transfer of) your domain name immediately. We'll design a 5-page custom website, which will include 4 pages about you and your company, Plus an info request form, & custom confirmation page (counted as one page). We will submit your site to several free search engines, and offer you the opportunity later to purchase listings on the paid search engines.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Toll Free: \_\_\_\_\_ E-mail: \_\_\_\_\_

Ok, you're done. Print this out, Sign it, and stuff in the envelope with your materials. Mail to : WestPage Publishing, PO Box 1186, Rochester, WA 98579. We will call with any questions, and get your site up as soon as possible, so you can see the first draft. (or fax to 1-360-273-3663) Before sending, fill out our questionnaire, so we'll know what's important to you.