

Thank you for purchasing one of our standard web site packages. Please complete the following forms in its entirety. Once we receive the forms we will start processing your new web site and complete it within two weeks or less. A delay in your web site maybe caused by incomplete forms or additional information that we are requesting from you.

Attention: Please use your valid e-mail address. A confirmation e-mail will be sent to that address.

*** Required**

* Your Name: _____

* Contact Person Name: _____

* Contact Phone Number: _____

* Current E-Mail Address: _____

Billing Information

* Company Name: _____

* Address Line 1: _____

Address Line 2: _____

* City: _____

* State: _____ * Zip Code: _____

* Phone Number: _____

The following information will appear on your web site:

* Company Name: _____

Address Line 1: _____

Address Line 2: _____

City: _____

State: _____ Zip Code: _____

* Phone Number: _____

Choose Your Domain Name:

We will try our best to secure one of the following names using your first choice as your primary choice. However, we will contact you if the following names are taken. All domain names need to be renewed every two years.

(example: yourcompanyname.com or yourcompanyname.net)

First Choice: _____

Second Choice: _____

Third Choice: _____

You may look up a domain name at: <http://www.cwsdesigns.com>

Setup Your E-mail Accounts:

(example: name = info, password = test, "this e-mail account will be setup as info@yourcompanyname.com")
Passwords are a minimum of 4 characters. Can not contain spaces.

Primary E-mail Accounts: (this will be your catch all e-mail and your contact us e-mail)

***Primary Name:** _____ ***Password:** _____

Second Name: _____ Password: _____

(optional)

Third Name: _____ Password: _____

(optional)

Fourth Name: _____ Password: _____

(optional)

Fifth Name: _____ Password: _____

(optional)

If you need more e-mail accounts, please send us a list of each name and password via e-mail, mail or fax. All future e-mail accounts are available upon request free of charge.

*Choose Your Theme:

Please view these themes on our web site at www.cwsdesigns.com
(Choose Only One)

Enter Theme Number Here:

Define Your Photo Gallery Pages:

Please photo copy this page prior to filling it out for all your additional photo gallery pages.

*Please specify a button name: (up to 10 characters) _____

(Optional) Business Line: _____

(Optional) Title Text: _____

You may submit your photos on disk, CD, slides, negatives and actual photos via mail. Please identify each photo and what photo page each should appear on. Photo labels are optional.

Photo #1 File Name:

Photo #1 Label:

Photo #2 File Name:

Photo #2 Label:

Photo #3 File Name:

Photo #3 Label:

Photo #4 File Name:

Photo #4 Label:

Photo #5 File Name:

Photo #5 Label:

Photo #6 File Name:

Photo #6 Label:

Photo #7 File Name:

Photo #7 Label:

Photo #8 File Name:

Photo #8 Label:

Photo #9 File Name:

Photo #9 Label:

Photo #10 File Name:

Photo #10 Label:

Photo #11 File Name:

Photo #11 Label:

Photo #12 File Name:

Photo #12 Label:

Photo #13 File Name:

Photo #13 Label:

Photo #14 File Name:

Photo #14 Label:

Photo #15 File Name:

Photo #15 Label:

Photo #16 File Name:

Photo #16 Label:

Thank you for completing the required information for your new web site package.

The contact us page is automatically designed by us and added to your web site. When a visitor submits their comments to you, it will go to your free primary e-mail address.

You may add as many pages to this web site in the future if you wish to do so.

Your confirmation e-mail will be sent to the e-mail address you have indicated on the first page of this packet.

Please submit your complete forms to the following address:

CWS Designs and Marketing
P.O. Box 43805
Richmond Hts., OH 44143-0805

Sincerely,
Customer Service.