



Your Project Checklist

Everything I need from you to get your website started. Fill in what you can and send it my way — no need to be formal, notes are fine.

1. Business Basics

Tell me about your business or organization.

- Business or organization name
- Tagline or slogan (if any)
- What you do — your products, services or activities, in your own words
- Who your customers are
- Where you operate (local area, country, worldwide)

2. Branding & Style

Help me understand the look and feel you want.

- Logo — PNG with transparent background, or a vector file (AI/EPS/SVG) if you have one
- Brand colors (hex codes if you know them)
- 2-3 websites you like, and what you like about them
- Any style you want to avoid
- Three words that describe the vibe you want (e.g. bold, calm, playful)

3. Content

The words that will go on your site.

- A short "About" description, or bullet points I can turn into proper copy
- Your services or products, with brief descriptions (and pricing, if you want it shown)
- Any text from an existing site you want reused
- Testimonials or reviews, if you have any

4. Photos & Visuals

Your own original images, not stock photos.

- Photos of your products, team, or location
- Please send full-size original files (not screenshots or resized copies)
- Ideally at least 1500px on the longest side, JPG or PNG format
- Anything specific you want featured (e.g. a particular photo for the homepage)

5. Contact & Links

How customers will reach you.

- Email and phone/WhatsApp number
- Physical address, if relevant
- Social media links
- Your domain name (or let me know if you need help registering one)

6. Site Structure

For Essential+ and Custom packages.

- Which pages or sections you want
- Specific features (booking calendar, online store, blog, gallery)
- Languages needed, if a multilingual site

Send your answers to hello@omniraweb.com, via WhatsApp, or through the form at omniraweb.com