

## ACCESS

- Domain Login**  
Login for your domain registrar - typically GoDaddy, Network Solutions, etc.
- Hosting Login**  
Login for your web hosting provider - typically Network Solutions, Bluehost, etc.

## IMAGES & DIGITAL ASSETS

- Logo File**  
Company logo, preferably in vector format (.eps, .ai). High resolution .jpg or .png images may be used.
- Headshots**  
Professional photos of employees to be featured on a team page, if applicable.
- Website Images**  
Any images you would like to use on the website. High resolution is best.
- Infographics**  
Any graphics you would like to use on the website. Preferred in .png but .jpg or .gif may be used.
- Videos**  
Any videos to be embedded in the website, in .mp4 format if available. Other formats may need conversion.

## COPY & CONTENT

- Home Page Content**  
Headlines, tease box content, intro text, navigation, and other copy as appropriate.
- Sub-Page Content**  
Page titles, sub-titles, quotations, callouts, full page copy for all sub-pages. Team bios, email, social media.
- Articles/Whitepapers**  
PDFs for reports, articles, insights, and other commentary and internally-generated resources.
- Links**  
URLs for resources, client login, articles, social media (Facebook, LinkedIn, etc).