



## Web Site Information Inventory

### Client

Name:

Job Title:

Telephone:

Email:

### Web Design Company

Contact Name:

Postal Address:

Phone:

Email:

Web Site:

Social Networking Site:

### Domain

Domain registration renewal date:

Domain registrar:

Administrative contact:

Billing contact:

Technical contact:

Domain administration control panel address:

Username:

Password:

### Web Host

Hosting renewal date:

Primary server:

Secondary server:

IP address:

Hosting control panel address:

Username:

Password:

Database server name:

### Main Email Address

Username:

Password:

Webmail login:

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**File Transfer Protocol**

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Username:

Password:

Use secure connection?

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**Content Management System**

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Web address/URL:

Username:

Password:

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**Analytics and Web Statistics**

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Web address/URL:

Username:

Password:

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**Shopping Cart**

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Web address/URL:

Username:

Password:

Software:

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**Online Payments (Paypal, WorldPay)**

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Web address/URL:

Username:

Password:

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**Syndicated advertising (Adwords et al)**

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Web address/URL:

Username:

Password:

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Location of backup CD:

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Date last updated:

Updated by:

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