

# ChurchSEO.io

## Website Preparation Checklist

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### *Primary Contact Information*

- Contact person's name (not published)

Notes: \_\_\_\_\_  
\_\_\_\_\_

- Contact person's email (not published)

Notes: \_\_\_\_\_  
\_\_\_\_\_

- Contact person's phone (not published)

Notes: \_\_\_\_\_  
\_\_\_\_\_

### *Location & SEO Targeting*

- Main target city/locale

Notes: \_\_\_\_\_  
\_\_\_\_\_

- Additional locales (within ~2 hours drive)

Notes: \_\_\_\_\_  
\_\_\_\_\_

### *Church Identity*

- Church name (ideally includes city)

Notes: \_\_\_\_\_  
\_\_\_\_\_

- Denomination name

Notes: \_\_\_\_\_  
\_\_\_\_\_

- Denomination abbreviation

Notes: \_\_\_\_\_  
\_\_\_\_\_

## ***Address & Contact Details***

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Street address (all lines)

Notes: \_\_\_\_\_  
\_\_\_\_\_

City, State, Zip, Country

Notes: \_\_\_\_\_  
\_\_\_\_\_

Church phone (published)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Church email (published)

Notes: \_\_\_\_\_  
\_\_\_\_\_

General church email inbox

Notes: \_\_\_\_\_  
\_\_\_\_\_

## ***Domain Name***

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Existing domain (if any)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Preferred new domain ideas (if applicable)

Notes: \_\_\_\_\_  
\_\_\_\_\_

## ***Church Description (~100 words)***

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Denomination

Notes: \_\_\_\_\_  
\_\_\_\_\_

Worship style

Notes: \_\_\_\_\_  
\_\_\_\_\_

Bible studies & education programs

Notes: \_\_\_\_\_  
\_\_\_\_\_

Youth & children's ministries

Notes: \_\_\_\_\_  
\_\_\_\_\_

Community ministries

Notes: \_\_\_\_\_  
\_\_\_\_\_

### ***Website Design Preference***

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Modern & Minimalist

Notes: \_\_\_\_\_  
\_\_\_\_\_

Classic & Refined

Notes: \_\_\_\_\_  
\_\_\_\_\_

Warm & Welcoming

Notes: \_\_\_\_\_  
\_\_\_\_\_

Bold & Creative

Notes: \_\_\_\_\_  
\_\_\_\_\_

### ***Images (Provide Cloud Folder Link)***

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Pastor headshot

Notes: \_\_\_\_\_  
\_\_\_\_\_

Church logo (high resolution)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Exterior & interior photos

Notes: \_\_\_\_\_  
\_\_\_\_\_

Staff photo

Notes: \_\_\_\_\_  
\_\_\_\_\_

Children & ministry photos

Notes: \_\_\_\_\_  
\_\_\_\_\_

Worship/action photos

Notes: \_\_\_\_\_  
\_\_\_\_\_

### ***Worship Information***

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Dress expectations

Notes: \_\_\_\_\_  
\_\_\_\_\_

Music style

Notes: \_\_\_\_\_  
\_\_\_\_\_

Children in worship policy

Notes: \_\_\_\_\_  
\_\_\_\_\_

Nursery/cry room info

Notes: \_\_\_\_\_  
\_\_\_\_\_

Communion statement

Notes: \_\_\_\_\_  
\_\_\_\_\_

### ***Ministries (Provide 3 to Feature)***

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Ministry name

Notes: \_\_\_\_\_  
\_\_\_\_\_

Long description

Notes: \_\_\_\_\_  
\_\_\_\_\_

Short description (5–15 words)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Contact name, email, phone

Notes: \_\_\_\_\_  
\_\_\_\_\_

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## ***Core Beliefs***

Brief doctrinal summary (e.g., Nicene Creed)

Notes: \_\_\_\_\_  
\_\_\_\_\_

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## ***Our Story***

Founding date

Notes: \_\_\_\_\_  
\_\_\_\_\_

Major milestones

Notes: \_\_\_\_\_  
\_\_\_\_\_

Mission statement

Notes: \_\_\_\_\_  
\_\_\_\_\_

Values & descriptors

Notes: \_\_\_\_\_  
\_\_\_\_\_

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## ***Staff & Leadership***

Pastor bio, headshot & invitation

Notes: \_\_\_\_\_  
\_\_\_\_\_

Up to 2 additional team members (bio & headshot)

Notes: \_\_\_\_\_  
\_\_\_\_\_

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## ***Online Giving & Embeds***

Online giving link or embed code

Notes: \_\_\_\_\_  
\_\_\_\_\_

Calendar embed (if applicable)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Sermon links (PDF/audio/YouTube)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Newsletter PDFs

Notes: \_\_\_\_\_  
\_\_\_\_\_

Important external links

Notes: \_\_\_\_\_  
\_\_\_\_\_

## ***Social Media Links***

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Facebook

Notes: \_\_\_\_\_  
\_\_\_\_\_

YouTube

Notes: \_\_\_\_\_  
\_\_\_\_\_

X/Twitter

Notes: \_\_\_\_\_  
\_\_\_\_\_

TikTok

Notes: \_\_\_\_\_  
\_\_\_\_\_

LinkedIn

Notes: \_\_\_\_\_  
\_\_\_\_\_

## ***Service & Office Hours***

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Worship times

Notes: \_\_\_\_\_  
\_\_\_\_\_

Christian education times

Notes: \_\_\_\_\_  
\_\_\_\_\_

Office hours

Notes: \_\_\_\_\_  
\_\_\_\_\_

### ***Accessibility & Parking***

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Hearing assistance (loop/Auracast)

Notes: \_\_\_\_\_  
\_\_\_\_\_

Wheelchair accessibility

Notes: \_\_\_\_\_  
\_\_\_\_\_

Parking details

Notes: \_\_\_\_\_  
\_\_\_\_\_

### ***Anything Else***

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Additional notes or special considerations

Notes: \_\_\_\_\_  
\_\_\_\_\_