## CLIENT QUESTIONNAIRE

Thank you for your interest in my services. As a first step, please provide me with some basic information to help me understand your business and how I can help you. Drop it back to me by email at jon.naylor@jncs.co.uk and I’ll get right back to you either with some additional questions, more specific to you and your business or with my recommendations as to how I can help you. There’s absolutely no cost to you at this stage and no obligation to proceed unless you are completely happy and ready to do so. Finally, if I don’t think I can help, I’ll try to find you somebody who can. I look forward to working with you.

|  |
| --- |
| Company and Contact Details |
| Company name |  |
| Contact name |  |
| E-mail |  |
| Phone |  |
| Mobile |  |
| Web site |  |
| Address |  |
|  |
|  |
| A Little More Information |
| Are you a sole trader or limited company? |  |
| Is it a new start up or existing entity? |  |
| What products or services do you offer? |  |
| How long have you been established? |  |
| What is your current turnover? |  |
| Please provide some details of why you have contacted me today and how you believe I may be able to help you  |  |
| And finally, where did you hear about me? |  |
|  |