

WORKSHEET 12: APPENDICES						
APPENDICES ELEMENT	STEP #	DON'T NEED	DON'T KNOW	ALREADY DONE	PARTLY DONE	NOT STARTED
1. Resumés	66.					
2. Personal Net Worth Statement(s)	67.					
3. Certificates and Accreditation	68.					
4. Historical Financial Statements	69.					
5. Organizational Charts	70.					
6. Board or Band Council Resolution	71.					
7. List of References	72.					
8. Letters of Reference	73.					
9. Letters of Intent	74.					
10. Contracts or Offers	75.					
11. Partnership Agreement	76.					
12. Lease Agreement	77.					
13. Insurance Documents	78.					
14. Price Lists	79.					
15. Price Quotes	80.					
16. Appraisals	81.					
17. Market Survey Results	82.					
18. Map of Area	83.					
19. Environmental Information	84.					
20. Publicity	85.					
21. Promotional Material	86.					
22. Product Literature	87.					
23. Technical Specifications	88.					
24. Glossary of Terms	89.					