**Presentation Check List:**

Referral Partner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# of People: \_\_\_\_\_

* Red folders
* PowerPoint presentations
* Services List
* MicroSeal Price Pamphlet (if needed)
* MicroSeal Warranty Sheet
* Business Cards
* Red Bags (1 per person)
* Home Pro Spotters (1 per person)
* CAAW Name Tags
* Food (Panera Bread, Jason’s Deli, etc.)
* Drinks (OJ, Tea, etc.)
* Carpets for demo (if they gave us some)
* Whistle Maintenance Program info (if needed)

\*\* Remember to always bring extra brochures, FTO’s, business cards, etc. Also, extra red bags in case more people show up.

\*\* Also bring paper towels for any demo (not opened).

\*\* Make sure you provide utensils, plates, cups, and napkins if not provided by caterer.