**Business Approval Checklist**

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| --- | --- | --- | --- |
| Customer Name: | | Project Name: | Project # |
| Product Value | | Service Value | Man Days Required |
|  | |  |  |
| Support Value | | Start Date | End Date |
| Year 1 = | Year 2 = |  |  |
| Please complete the following questions, placing a 🗹 in the relevant column.  If any answer results in a **"No"**, submit the proposal for full Business Approval.  Yes No  a) Are all products standard pricing?    b) Are all services standard pricing?    c) Does the support contract have terms and conditions?    d) Are development tools required to complete project?    e) Does [company] have capability to complete the contract?    f) Is the completion timeframe achievable commitments?    g) Has \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ checked the proposal?    Risk Exposure: Low /Medium / High | | | |
| Company Representative: | | Date: | |