CUSTOMIZABLE DOCUMENT
**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Update customizable areas indicated to include:

* Contact Person & Info.
* Internal Timelines/Deadlines
* Add anything else important or others to know

***Save as JPEG or PNG and
drop in email or PPT or
other AV Platforms***



Name / Title / Email Address /
Phone / Deadline(s)