

**PROPERTY MANAGEMENT SERVICES REQUEST FOR QUALIFICATIONS (RFQ)
APPENDIX A – APPLICATION CHECKLIST (ITEMS FOR SUBMITTAL)**

The following checklist outlines all items to be provided in response to this RFQ.

- RFQ Online Application (completed via online form)
- Qualifications & Experience (5 pages maximum)
- Proposed team including roles and qualifications (2 pages maximum)
- Proposed Fee Schedule
- Appendix C – References
- Appendix D – Due Diligence Form
- Appendix E – Conflict of Interest Form
- Copy of Business Licenses and Permits, if applicable