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## Checklists

Since the format of the various investment banks' submissions will vary from submission to submission and not all prospective lead banks will respond to the questionnaire in the same fashion or in the same order, a practical way of ensuring that the banks have actually answered all the questions asked from them is to request the inclusion of a checklist, either at the end of, or separately from their presentations. This will effectively ensure that all the points in the RFP have been addressed, and also reference the pages/paragraphs where these are located in the various pitch books, facilitating the work of the reviewers. This may or may not count for the purposes of the maximum number of pages laid down in the RFP at the issuer's option. In general, such a checklist should not total more than one or two pages in length in any event.