

3.0 PERSONAL CHECKLIST

Proposer's Full Legal Name _____

Proposer Number (BMV use only) _____

INSTRUCTIONS: You must submit one original and one copy of this form and all documents listed on this form as appropriate based on your status as a proposer (individual, county auditor, clerk of courts or nonprofit corporation). Even if you are submitting more than one proposal, only one original and one copy of these forms are required. Please place these forms in a separate envelope marked "Personal Documents."

INDIVIDUAL	✓	BMV	COUNTY AUDITOR OR CLERK OF COURTS	✓	BMV	NONPROFIT CORPORATION	✓	BMV
Form 3.0 Personal Checklist (this form)			Form 3.0 Personal Checklist (this form)			Form 3.0 Personal Checklist (this form)		
Form 3.1 Personal Questionnaire			Form 3.1 Personal Questionnaire			Form 3.1 Personal Questionnaire		
Form 3.2 Business and Employment Experience			Forms 3.2 Business and Employment Experience			Forms 3.2 Business and Employment Experience		
Form 3.3 Customer Service Experience			Form 3.3 Customer Service Experience			Form 3.3 Customer Service Experience		
Form 3.4 Start-Up Cost Funds on Deposit			N/A	X	1	Form 3.4 Start-Up Cost Funds on Deposit		
Form 3.5 Political Contributions Report			N/A	X	1	Form 3.5 Political Contributions Report Nonprofit Corporation		
N/A	X	1	N/A	X	1	Form 3.5 Political Contributions Report Chief Executive Officer		
Form 3.6 Personnel Policy Summary			Form 3.6 Personnel Policy Summary			Form 3.6 Personnel Policy Summary		
Comprehensive Personnel Policy			Comprehensive Personnel Policy			Comprehensive Personnel Policy		
Form 3.7 Security Plan Summary			Form 3.7 Security Plan Summary			Form 3.7 Security Plan Summary		
Form 3.8 Facility Maintenance Plan Summary			Form 3.8 Facility Maintenance Plan Summary			Form 3.8 Facility Maintenance Plan Summary		
Form 3.9 Involved and Invested in Your Business			Form 3.9 Involved and Invested in Your Business			Form 3.9 Involved and Invested in Your Business		
Form 3.10(A) Affidavit of Individual			Form 3.10(B) Affidavit of Auditor or Clerk of Courts			Form 3.10(C) Affidavit of Nonprofit Corporation		
2016 Credit Report			N/A	X	1	2016 Certificate of Good Standing		
2016 Local Law Enforcement Report			2016 Local Law Enforcement Report			Articles of Incorporation		
2016 WebCheck Receipt			2016 WebCheck Receipt			N/A	X	1
Pre-approval Statement for \$25,000 Bond			Current Bond with BMV added as Additional Insured			Pre-approval Statement for \$25,000 Bond		
INDIVIDUAL			COUNTY AUDITOR OR CLERK OF COURTS			NONPROFIT CORPORATION		