



Appendix 3

Company information checklist

Organisation name	
Status of organisation e.g. sole trader, partnership, private limited company, public limited company, charity or other? (please specify)	
Background information on business How long have you been in business for? What services do you provide? Any information you think we should know.	

<p>Contact enquiries about this expression of interest</p>	<p>Name</p> <p>Positions (Job Title)</p> <p>Telephone</p> <p>Email</p>
<p>How many people work for you?</p>	
<p>What experience do you have in this line of work?</p> <p>Reference page to follow.</p>	
<p>Have you worked for Ryde Town Council before, if so when and what did you do?</p>	
<p>What technical facilities/equipment /third party services or goods will be available to you to perform the contract.</p>	