



SALES TO EXECUTION PROCESS CHECKLIST

Date: 01/27/10

Project #: 409-2956

Project Name: 7EA Liquid Fuel Conversion

Sales Revenue: Joaquin Mavares

Initial:

Sales Commission: Joaquin Mavares

Initial:

Region: International

Description:

Department #:

Expected Start Date:

Duration:

Location of Work: Venezuela

Pay Rates:

Bill Rates: \$7,010,950.00 and BsF1,596,000 for both units

Prevailing Wage (yes or no):

Fixed Price/ T&M: Fixed Price

Billing: Milestones

Company: Derwick Associates, Corp

Main Contact: Pedro Trebbau Lopez

Phone:

Address:

Email:

LOB Leader: Mike Horn

Project Manager:

PROJECT SAVED:

Z:\Sales\Derwick-Venezuela\Field Services\7EA Liquid Fuel Conversion (409-2956)

Project Tax Exempt Yes _____ NO _____

Tax Exempt Certificate Attached Yes _____ NO _____

Checklist			
Activity	Sales Checklist	Status	Notes
PRE CLOSE			
Provide MSC	No		
Provide Proposal	Yes		
Provide Budget / Cost Sheet / Model (mandatory for field service)	Yes		
List of Materials (mandatory for field service)	n/a		
Provide Rate Sheet	See Proposal		
Provide Correspondences	n/a		
CLOSE			
Provide Contract	No		
Provide Purchase Order	Signed Proposal		
Provide Schedule	No		
Place all project information on server under "Sales"	Yes		
CORPORATE			
Provide Project info for setup to _____	Debbie Brooks		
Provide Contract details to billing	No		
If pre-billing is necessary, provide details for billing	n/a		
Add to Experience List	Yes		
Add to Intranet	Yes		
SIGNATURES	DATE		

LOB Acceptance: _____

Finance Acceptance: DP Brooks

QA/QC Acceptance: _____

EH&S Acceptance: _____

Billing Acceptance: _____

2/1/27/10