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| **Client Onboarding Checklist** | | |
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| **Item** | **Completed**  **(Y/N)** | **Date**  **(DD/MM/YYYY)** |
| Client Executes  Non-Disclosure Agreement |  |  |
| Client Executes Master Service Agreement |  |  |
| Client Receives EDS’ Annual Pricing Guide |  |  |
| Client Submits Certificate of Liability Insurance |  |  |
| EDS Submits W-9 to Client |  |  |

*All documents to be submitted to:* [*CLIENTONBOARDING@EMERGENCYDISASTERSERVICES.COM*](mailto:CLIENTONBOARDING@EMERGENCYDISASTERSERVICES.COM)