



FEDERAL SMALL BUSINESS CONFERENCE



NOVEMBER 16-19, 2021 • GEORGIA WORLD CONGRESS CENTER • ATLANTA, GA.

SUPPLEMENTAL INFORMATION SHEET

BUSINESS → BUSINESS

Prior to your meeting, email this completed sheet to the company representatives with whom you have appointments. Also send your capabilities statement!

Company Name: _____

Representative Name and Email: _____

Our meeting is scheduled for *(note day, date, and time)* _____

DUNS Number: _____

CAGE Code: _____

Primary NAICS: _____

Secondary NAICS: _____

Self-Performed Services: _____

Largest or Top 3 Current Projects:

1. _____

2. _____

3. _____

Type of Conversation *(check one)*

- New Introduction
- Follow-Up Conversation
- Already Working Together

Topic of Conversation *(check one)*

- General Capabilities Discussion
- Teaming Discussion for a Specific Opportunity
(List Opportunity Details (Solicitation No., Agency, Program, etc.)): _____

Current US federal government contracts that firm currently holds *(up to 3)*:

1. _____
2. _____
3. _____

Objectives for partnering and specific corporate goals looking to achieve:

Brief overview of company:

Additional comments or questions to help facilitate this meeting:

