**Suggested Timeline for Project Investors**

**October 1** Decide which projects will be completed for Klein Show

**November 1** Create a list of potential investors

* Gather contact info (always get email addresses)
* Potential Investors could be parent’s friends and business owners, local business owners (don’t just think retail business owners), family, neighbors, etc.

**December 1** Email or mail introduction letter and talk about your upcoming projects. Remember to include a “Save the Date” for the day of the KISD Project Show

**January 1** Follow up to introduction email or letter with your project’s progress and remember to include “Save the Date” for the day of the KISD Project Show

**February 1** Reminder email about the KISD Project Show….make sure you include “looking forward to seeing you at the Project Show!” Their attendance is very important!