

# GETTING TO KNOW YOUR ORGANIZATION

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## Company/Agency Profile

Name of Company/Agency: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

    Phone: \_\_\_\_\_

    Email: \_\_\_\_\_

Number of Employees: \_\_\_\_\_

Year Organized: \_\_\_\_\_

Main Service Provided: \_\_\_\_\_

Clientele Served: \_\_\_\_\_

List 3 websites that provide similar or related services:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief History of Company:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mission Statement/Purpose:

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