

**SORECARD PLAN**

**EMAIL TEMPLATE**

**EMAIL #4 – TERMS AND CONDITIONS DETERMINED**

FIRSTNAME  
  
We have now discussed and determined the terms and conditions for the Scorecard Plan for your organization. We will begin your Plan Document at this time.   
  
Our next phase in the design of your Scorecard Plan is to complete the plan costing analysis.  We will discuss with you in a call or meeting what we will need to complete the cost modeling.  
  
We will be in touch soon!

Your Closing,

**Your Signature Line**