

## **Important Information**

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Are there any documents you'll need to pass on to future signators? In this section, you can include existing documents that are hard to hold on to. Also take some time to sit and write down instructions that might help future signators. Don't forget, what seems obvious to you might not be to a new signator.

- By-Laws
- Organization Mission Statement
- Equipment Inventory
- Instructions on how to do the job
- Instructions on how to use the equipment
- Information on past allies or community connections
- What I Wish I Knew worksheets

## What I wish I knew

Lots of signators end up learning the ropes the hard way. Don't let that happen to those who follow you. Take some time to pass on your hard-won knowledge to others. The best way to do this is to write it down as you learn it. Use this space as a journal that others can read. If you wait until the end of the year, you'll be an old pro and it will seem like everything is easy!

Name:

Date:

Topic:

What I know now...

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