

# PDCA

PAINTING AND DECORATING CONTRACTORS OF AMERICA – SINCE 1884



## ACCREDITATION APPLICATION

### Business Documentation Checklist

#### BUSINESS PLAN DOCUMENTS

- Mission statement
- 5-year business plan
- Sample budget
- Cash flow projection

#### BUSINESS OPERATIONS DOCUMENTS

- Federal tax identification number
- State tax identification number
- Business license
- Contractor license
- EPA registration
- Proof of insurance
- Estimating procedures
- Sample business proposal
- Safety plan

#### ACCREDITATION APPLICATION DOCUMENTS

- 2 third party references
- Signed Code of Ethics