



IT Checklist

Security	Model/Description	Price
Data Storage Service		
Flash Drives/External Hard Drives		
Antivirus, Malware Protection & Firewall		
Communications	Model/Description	Price
Phone Service		
Handsets		
Cell Phone Service		
Smartphones		
Internet Service		
Modem		
Router		
Aircard (Mobile WiFi, USB Broadband etc.)		
Business Systems	Model/Description	Price
Office Suite		
Accounting		
Payroll		
Contact Management		
Email		
Computer Equipment	Model/Description	Price
Laptop		
Mouse		
Monitor		
Projector		
Printer		
Cables		
Carrying Case		
	Total Proposed IT Spend (one time)	
	Total Proposed IT Spend (monthly)	