

Below is each stage in the investment process, followed by a checklist of diligence items and tasks you, the applicant, will be asked to provide and prepare in the respective stage. We may ask for additional information as part of the process. These items are subject to change depending on the stage and type of company we evaluate for investment.



Application

Company name	Current # of employees
Founder/co-founder name + title	Brief company overview
Email address	Pitch deck
Phone number	Sales deck
Website URL	Executive summary
Company location	How you heard about us
Length of time you've been in business	



Screening

An initial call to learn more about you, the team, and what you're building



Preliminary Due Diligence

Latest pitch deck	To verify Kentucky-based company status, complete either: a) <u>Qualified Small Business Application (Excel)</u> or b) <u>Assertion Examination Letter from a CPA</u>
Financials	
Pro forma (if in revenue)	Present your business to our team and a Subject Matter Expert Consent to Personal and Financial Background Checks
Team/Org chart	



Final Due Diligence

Latest pitch deck	Stockholder agreements
Updated financials i.e. P&L, cash flow statement, balance sheet (pro forma if in revenue)	Term sheet/deal documentation
Resume/CV of each senior team member	Capitalization table
Company formation documents	Bio of each Board Advisor/Director
	Patent documentation (if applicable)

Other potential asks:

- References from other current or prospective investors
- Introductions to customers to interview
- Meet with additional key team members for management, product, technical & financial review



Investment Committee Review

Typically, no deliverables are expected at this stage



Closing

- Final deal/transaction documents
- Wire instructions
- Other pertinent information for Closing