

THE PITCHING CHECKLIST

Have I included all of these sections in my pitch?

- A strong introduction
- Where I found out about them
- Did I tell them about me?
- My mini-bio or elevator pitch
- Did I make a personal connection?
- Did I show my value to them?
- Did I clearly define what I want?
- Did I include a timeline?
- Have I made reference to BUDGET?
- Are my attachments and links there?
- Is the sign-off professional?
- Is the email subject interesting?