

## Owner's Checklist

Year:	

Monthly	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	ОСТ	NOV	DEC
Owner's Enrollment & Staff Report												
Monthly Financial Statements												
Owner's Monthly Report												
CPA Financial Statements (P&L)												
Bi Monthly												
Owner's Simulated Inspection												
Quarterly												
Owner's Maintenance/Repair Eval												
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Semi-Annual												
Playground Maintenance Checklist												
_												
Annual												
Proof of Insurance												<u> </u>
State License												
Business License												
Fire Inspection												
Vehicle Safety												
Real Estate Taxes Paid												
Local Advertising												
Summer Camp												
Policy Review												
As Needed												
State Reported Accidents												
State Complaints & Responses												