

# Scope Statement

Project Name		Date	
Project Number		Project Manager	

<b>Business Need / Project Objectives</b>

<b>Project Description and How it Meets the Business Need</b>

<b>Project Benefits</b>
1.
2.
3.

<b>Project Requirements</b>
1.
2.
3.

<b>Project Deliverables</b>
1.
2.
3.

<b>Project Does Not Include</b>
1.
2.
3.

# Example Of A Scope Document

**Kim Heldman, William Heldman**



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