



MaestroTM
community manager

MAESTRO ONBOARDING CHECKLIST

Before getting started you will want to have the following files:

- ☐ Logo file (preferably horizontal, PNG)
- ☐ Contact List(s)
- ☐ Business List(s)
- ☐ Property List(s)
- ☐ Downtown Zoning
(Type & list of properties)
- ☐ TIF Zone
(Name & list of properties)
- ☐ SSA/BIDs
(Name & list of properties)
- ☐ Registries
(such as National Register, Local Landmark)
- ☐ Engagement Opportunities
(membership, attendance, volunteer, sponsorships, etc)

**Once you have these items,
you are ready to begin Onboarding 101**