



# PROPOSAL KIT SAMPLE

## SAMPLE CONTRACT PACK DOCUMENT

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For example, some documents are used in a longer sequence one after the other. Some include optional exhibit and schedules.

Also see this article for proposal and contract writing best practices:



<https://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

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## Formal Hold Investigation Form

Date: <<CurrentDate>>

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Department Name:

---

Hold Case ID Number:

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Department Manager or  
Content Owner:

---

Legal Hold Team Liaison :

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### Request for Legal Hold Information:

<< Provide the details of the case and instructions to list and identify content.  
>>

<< Use this form to document the articles that need to be

## DEMO CONTRACT

This demo contract has been truncated. The complete editable version of this document is available in the Contract Pack template collections

<https://www.proposalkit.com/htm/legal-contract-templates/records-management/formal-record-hold-investigation-form.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.



This contract document is included in the [Proposal Kit Professional](#) and one or more [Contract Pack](#) products.

This sample has been truncated to only show the first part. The complete editable version of this contract is included in Proposal Kit Professional and Contract Pack products found at:

[ProposalKit.com/htm/proposal-software-products.htm](http://ProposalKit.com/htm/proposal-software-products.htm)

