

September 3, 2009

The Town of Wiscasset is currently seeking qualified prospects to provide professional Investment & Financial Advisory and Management Services for its two investment accounts. If your firm is interested in providing such services, please complete this questionnaire and return it post marked no later than **September 29, 2009** to:

**Investment Services Committee
Town of Wiscasset
51 Bath Road, Wiscasset, ME 04578.**

This questionnaire will be used to prequalify those firms which the Town of Wiscasset will subsequently mail an RFP. Attached is a sample of the type of holdings in the town's two investment accounts.

Investment Services Questionnaire

Organization: _____

Address: _____

Contact Name/Title: _____ Phone: _____

Type of Organization: _____
(*Bank, Brokerage Firm, Fee-only Advisor, Trust, Other*)

Please answer the following questions on a separate sheet of paper:

- Describe your experience with accounts whose assets are in the \$10-\$12 million range and have an objective of income with long-term stability and safety of principal.
- What experience does your firm have investing funds on behalf of a municipality?
- Describe the job assignments and experience of specific local office advisors/managers that would be directly responsible for overseeing this type of investment account.
- What unit of your firm, or from what firm, would you engage the services required to purchase equities and debt securities including corporate and government (federal, state, local) bonds?
- How are you paid for your services?