Foreign Partner Search Plan Worksheet

Use this worksheet to prepare your plan to find a foreign partner. Fill in all of the white boxes with your choices or answers. [Contact ExportMontana](http://marketmt.com/Export) with any questions.

|  |
| --- |
| **INTERNATIONAL MARKET** |
| **For which country is this foreign partner search plan prepared?***Prepare a separate sheet per country or market.* |  |
| **CHOOSE A TYPE OF FOREIGN PARTNER** |
| **Type of foreign partner I am interested in** |  | **Rep / Agent** |  | **Distributor** |
| **CHOOSE A SEARCH METHOD** |
|  | I have already made contact with potential foreign partner(s) but need to do more work to check them out and make my decision (see **CHOOSE AN EVALUATION METHOD** on page 2) |
|  | I need help finding potential foreign partners (see **NEXT STEPS** below) |
| NEXT STEPS |  | I want a **list of potential foreign partners** to consider as a starting point, using the [International Partner Search (IPS)](https://www.export.gov/International-Partner-Search)**Timing (month, year):** |  | Contact Carey Hester, US Commercial Service |
|  |
|  | I want to get **reimbursed 50% of the cost** of the IPS via the [STEP grant](http://marketmt.com/STEP/USCommercialService) |  | Contact Angelyn DeYoung, ExportMontana |
|  | I will **interview** potential foreign partner via email, phone, or Skype, using the Foreign Partner Evaluation Worksheet (LINK) |  | Meeting(s) are set up |
|  | I would like to set up **in-country meetings** with potential foreign partners at their offices or a central location, using the [Gold Key Service (GKS)](https://www.export.gov/Gold-Key-Service)**Timing (month, year):** |  | Contact Carey Hester, US Commercial Service |
|  |
|  | I would like to set up **in-country meetings** **during a foreign trade show** with potential foreign partners, using the [Gold Key Service (GKS)](https://www.export.gov/Gold-Key-Service)**Show Name, Location, Date:**  |  | Contact Carey Hester, US Commercial Service |
|  |
|  | I will **exhibit** at the show |  | I will **just walk** the show |
|  | I want to get **reimbursed 50% of the cost** of the GKS and travel via the [STEP grant](http://marketmt.com/STEP/USCommercialService) |  | Contact Angelyn DeYoung, ExportMontana |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | I will **exhibit at a foreign trade show** to find potential foreign partners.**Show Name, Location, Date:** |  |
|  | I want to get **reimbursed 50% of the cost** of the trade show and my travel via the [STEP grant](http://marketmt.com/STEP/TradeshowExhibition) |  | Contact Angelyn DeYoung, ExportMontana |
|  | **Other ideas:**  |  |  | Tasks completed |
| **CHOOSE AN EVALUATION METHOD** |
| Next Steps |  | I will **interview** potential foreign partner via email, phone, or Skype-like tool, using [Foreign Partner Evaluation Tool](#_Foreign_Partner_Evaluation) below |
|  | I will conduct a **due diligence check**, setting up an [International Company Profile (ICP)](https://www.export.gov/International-Company-Profile), partial or full |  | Contact Carey Hester, US Commercial Service |
|  | I want to get **reimbursed 50% of the cost** of the ICP via the [STEP grant](http://marketmt.com/STEP/USCommercialService) |  | Contact Angelyn DeYoung, ExportMontana |
|  | I will visit the potential foreign partner at a **trade show** to make my final decision Show Name, Location, Date:  |  |
|  | I will **exhibit** at the show |  | I will just **walk** the show |
|  | I want to get **reimbursed 50% of the cost** of the trade show and my travel via the [STEP grant](http://marketmt.com/STEP/TradeshowExhibition) |  | Contact Angelyn DeYoung, ExportMontana |