

New Customer Integration Checklist

Dear [Customer Name],

We are thrilled to welcome you as a new customer! To ensure a smooth integration process, please find below our New Customer Integration Checklist:

Integration Checklist

- **Account Setup:** Complete registration and provide all necessary documentation.
- **Technical Requirements:** Verify system compatibility and software installations.
- **Data Migration:** Prepare and submit your existing data for transfer.
- **Onboarding Activities:** Schedule a training session with our support team.
- **Testing:** Perform system testing and confirm successful integration.
- **Feedback:** Share your feedback for continuous improvement.

If you have any questions or need assistance during the integration process, please do not hesitate to contact us.

Best regards,
[Your Name]
[Your Position]
[Company Name]
[Contact Information]