# First Meeting Checklist

Arrive with the information needed for a focused discussion.

## Your business

Company or project name, website and main contact.

Activity, products or services, customers and current markets.

## Your plans

What you want to do in Mongolia and what is already in place.

Target timing, decision makers and the questions that matter most.

## Your request

The services you need and your preferred language and contact channel.

Documents to discuss, open questions and the next decision after the meeting.

Planning and discussion aid. Confirm requirements for your project before acting. Prepared 13 November 2026.