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Deal Template for Data Room Folder Structure

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**1. Executive Summaries**
  -  1.1. Confidential Information Memorandum.pdf
  -  1.2. Acquisition Overview.pptx
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**2. Corporate Documents**
  -  2.1. Articles of Incorporation.pdf
  -  2.2. Company Bylaws.pdf
  -  2.3. Corporate Structure and Ownership Details.pdf
- 
**3. Financial Information**
  -  3.1. Historical Financial Statements.xlsx
  -  3.2. Revenue Streams Analysis.pdf
  -  3.3. Tax Returns and Records.pdf
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**4. Product Information**
  -  4.1. Content Library and Intellectual Property.pdf
  -  4.2. Content Production Workflow.pdf
  -  4.3. Distribution Channels and Partnerships.pdf
- 
**5. Audience and User Engagement**
  -  5.1. Audience Demographics and Metrics.pdf
  -  5.2. User Engagement Reports.xlsx
  -  5.3. Subscription Models and Performance.pdf
- 
**6. Ad Sales and Marketing**
  -  6.1. Advertising Sales Reports.xlsx
  -  6.2. Marketing and Sales Strategies.pptx
  -  6.3. Advertiser Contracts and Agreements.pdf
- 
**7. Technology and Infrastructure**
  -  7.1. Website and Mobile App Technical Specifications.pdf
  -  7.2. Content Management Systems.pdf
  -  7.3. User Data Management and Security Protocols.pdf
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**8. Legal and Compliance**
  -  8.1. Regulatory Compliance Documents.pdf
  -  8.2. Intellectual Property Rights and Licenses.pdf
  -  8.3. Litigation and Legal Disputes.pdf
- 
**9. Human Resources**
  -  9.1. Staffing and Organizational Charts.pdf
  -  9.2. Employment Agreements and Contracts.pdf
  -  9.3. Employee Benefits and Policies.pdf
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**10. Content Creation and Editorial**
  -  10.1. Editorial Guidelines and Standards.pdf

- 10.2. Journalism Awards and Recognition.pdf
- 10.3. Contributor and Freelancer Agreements.pdf

**11. Research and Analytics**

- 11.1. Audience Research and Market Studies.pdf
- 11.2. Content Performance Analytics.pdf
- 11.3. Social Media and Online Presence Analytics.pdf

**12. Strategic Alliances**

- 12.1. Partnership Agreements.pdf
- 12.2. Content Syndication Contracts.pdf
- 12.3. Collaboration with Other Media Entities.pdf

**13. Additional Resources**

- 13.1. Future Growth Opportunities.pptx
- 13.2. Brand and Reputation Analysis.pdf
- 13.3. Press Releases and Public Statements.pdf