

[Organization] Interview - [date] - <name>

## [Organization] - [date] @ [start time]

### Location

[address]

[map]

[additional directions]

### Primary Contacts

[emails and phone numbers]

### Schedule

Start	End	Person	Location

[Organization] Interview - [date] - <name>

[interviewer] ([title]) - [start time]-[end time]

## Questions

### Technical

[unanswered questions]

### Process

[unanswered questions]

### Culture

[unanswered questions]

additional questions

## Comp Discussion

### Looking for

Compensation	Amount	Description
payroll	\$	guaranteed income for the year
signing bonus	\$	for relocation costs
stock		restricted stock
401k		plan, ideally with some % match
insurance		health, vision, and dental

### Cost-of-living

[fill out cost of living difference if moving]

### Previous Compensation ([company name])

Compensation	Amount	Description
payroll		
stock		
other		
401k match		
health insurance		
dental insurance		
vision insurance		
free meals		

## Offer Notes

### Compensation

Compensation	Amount	Description
payroll		
stock		
401k		
health insurance		
dental insurance		
vision insurance		

### Time Off

- Vacation days:
- Sick days:
- Other:

### Miscellaneous