

Project Charter

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Project Name:	
Date:	
Sponsor:	
Project Manager:	
Major Stakeholders:	
Project Description:	
Business Case:	
Customers:	Customers' Requirements:
Project Definition:	
Goals	
Scope	
Deliverables	
Project Risks:	
Project Milestones:	
Milestone	Target Date

Project Team:

Name	Role	Expectations

Stakeholders:

Name	Role	Expectations

Sponsor: _____

Date: _____