# Main Folder

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| **Folder** | **Purpose** |
| * **Development** |  |
| * + Database | All documentation to do with the database |
| * + API | Everything API related |
| * + HubSpot Intergration | HubSpot intergrading and related |
| * + Memebers | All development for members hub |
| * + Product Image Hub | Everything product image hub related |
| * + Addendums |  |
| * + Apple App Store |  |
| * + Content Swatches |  |
| * + Data Files |  |
| * + Documentation |  |
| * + Google play Store Developers Page |  |
| * + Jointoit |  |
| * + Models |  |
| * + Planning |  |
| * + React Navigation V3 |  |
| * + Scripts |  |
| * + Stratergies |  |
| * **Sales & Marketing** | Everything to do with sales and marketing, photos and expo's |
| * + Reference |  |
| * + Expo & Launch |  |
| * + Media Appearances |  |
| * + BBA Marketing Asset |  |
| * + Design |  |
| * + Email |  |
| * + Expo events |  |
| * + First Version App Examples |  |
| * + Images |  |
| * + Marketing Materials |  |
| * + Meet the Media Mastercalss |  |
| * + Reference |  |
| * + Socials |  |
| * + Website |  |
| * **competitors** | All of the competitors were facing in one location |
| * + AusBuy Guide |  |
| * + Aussie App |  |
| * + Australian Made Campaign |  |
| * + Strayan |  |
| * **Partners** | People we are collaborating with us |
| * + Insight Factory |  |
| * + A & H |  |
| * + Basic Bananas |  |
| * + Canva |  |
| * + Freelancer |  |
| * + Gallup |  |
| * + General Assembly |  |
| * + GS1 |  |
| * + Homebrew |  |
| * + IBS Cards |  |
| * + Media Stable |  |
| * + Nielsen Brandbank |  |
| * + Ontraport |  |
| * + ReactNative |  |
| * + Reward Pitch |  |
| * + Salesforce |  |
| * + Simplilearn |  |
| * + Snowflake |  |
| * + Speakers Institute |  |
| * + UQR.me |  |
| * + World Press |  |
| * **Third Parties** | Our clients and customers |
| * **Retailers** |  |
| * + Coles Group |  |
| * + Drakes |  |
| * + Foodland |  |
| * + Woolworths |  |
| * **Service Business’** |  |
| * + Facebook Brand asset pack |  |
| * **Suppliers** |  |
| * + Fleurieu Milk Company |  |
| * + Bega Fonttera |  |
| * + Tradie Workwear |  |
| * **Employees** | Training, everything no confidential for staff to access |
| * + Policies |  |
| * + Staff Photos |  |
| * + Training |  |
| * **Tax Transparency** |  |
| * + ATO File Download |  |
| * + Blog Website |  |
| * + Flexi Blog Template |  |
| * + TaxGrid |  |
| * **AOBC** |  |
| * **Australia Now Event** |  |
| * + MGK Events |  |
| * + Paypal |  |
| * + People |  |
| * **Funding** |  |
| * + Crowd Funding |  |
| * + Small Cap Raise |  |
| * + Founders Institute |  |
| * **Other** |  |
| * + Business Processes |  |
| * + Buy Back Australia |  |

# Secure Folder

|  |  |
| --- | --- |
| * **Accountancy** |  |
| * + ATO | To store everything ATO related |
|  |  |
| * + Tax Agents | To store everything tax agent related |
|  |  |
| * + Bank Statements | To store all statements as CommBank only will hold upto a certain period |
|  |  |
| * **Human Resources** |  |
| * + Employees | All employee information; contracts, bank details, photos ect. |
| * + Fair Work Information | All fairwork issued documents for staff welcome packs |
| * + Policies | Company policies |
| * + Contract Templates | Contract template for new staff; fulltime, parttime, casual |
|  |  |
| * **Legal** |  |
| * Action | Lawsuits, people against us, legal action is required |
| * Trademark Applications | All trademark related information and applications |
|  |  |

Competitors

Customers