

Evidence location and summary sheet



Please complete form in block letters

Please photocopy as necessary

Candidate name _____ Unit number: **A1** _____ Element: **4** _____

Item of evidence	LOC	Ref	Link to performance criteria				Evidence requirements			Link to knowledge
			A	B	C	D	a	b	c	

Location key: P = portfolio; O = office; Cf = clients file; X = other (please specify)