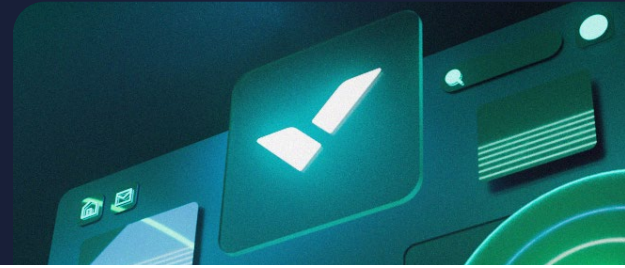# Business Requirements Document Template

1. Executive summary

2. Project objective(s)

3. Needs statement

4. Project scope

5. Requirements

4. Project scope

7. Key stakeholders

Job role	Responsibilities

8. Schedule

Project phase	Description	Deadline

9. Cost benefit analysis

10. Glossary