**Your Hotel Sales Call Report**

Type Of Call:

□ Personal Today's Date: C.C.:

□ Telephone File No.:

□ In-House Trace Date:

□ Other Salesperson:

Name of Organization

Contact, Title Other

Address City/Postal Code

Telephone Fax E-mail

Do You Use Hotels:

Accommodation □ Do you use Brand Hotels? If not, why not?

Meetings □ Meeting Frequency Attendance

Banquet □ Banquet Frequency Attendance

Other □ Specify

Comments (Including Purpose of Call):

Action Required/Follow-up:

Mailed Info Package: Made Appointment:

Follow-up Date: By Phone □ In Person □