Use this log and keep track of your sales contacts and activities.

This report can be used as a personal information manager to facilitate the organization of your sales reps. This is a low-tech worksheet especially good for new salespeople to track and analyze their investoment in time and certain prospects It may also be useful for assisting a struggling saleperson...

Sales Representative's Weekly Report /Log

[Company			Sales Representative's Weekly Report/Log										
[Address] [City, ST Zip] [Phone #], [Fax #]						Sales Representative: Week Beginning: Ending:						Bob Jones 1/5/19 1/12/19	
		Contact			- Time Spent - Priority				\$		- Competition -		
Date	Company	Person	City	Purpose	Travel	Waiting	Selling	Value	Sold	Company	Product	Advantages?	
1/5/19	JIAN	Burke Franklin	Mill Valley	Demo	1.0	0.0	1.0	A	\$ 5.000	xyz company	Brand x	none	
				Introduction				В		<i>y</i>	-		
				Presentation				1					
				Complete Sale				2					
						{	}						
							}						
							<u> </u>						
									-				
							}						
							<u> </u>						
							}						
					1.0	0.0	1.0		\$ 5,000				

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