**Client Prospect Template**

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| **Client Contact** **(Name, address, phone, Email)** | **Product service offered (Service, Date, occasion)** | **Follow-up needed** **(What, who and when)** |
| John Connel.....Phone:Email:… | IG study, 12.5. met during ICT Spring conference in Lux.Example only | Send offer, invite to welcome web-meeting Lucia. .. asap,.  |
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**Sheet to be sent to:** **olahova@teledom.sk** **with copy to** **toth\_attila@novitech.sk**