

## **BOOK REP REPORT**

(Use this form, or make your own form with the information required from this form)

Your Name:  
Your Email:  
Your Address:

### **TRADE OR DISTRIBUTOR CONTACTED:**

Company Name:  
Buyer Contact Name:  
    " Title:  
Contact's Phone:  
Contact's Email:  
Contact's Fax:  
Contact's Mailing Address:

Contact's Shipping Address (if different):

### **DATE OF CONTACT:**

### **MATERIAL LEFT WITH CONTACT:**

Octagon Catalog  
Hoopoe Flyer  
Promotional Material

### **NOTES:**

Briefly explain your impression of visit, any questions the contact had, and what followup arrangements you have made.