

TELEPHONE MESSAGE

For: _____

CALLER INFORMATION:

Mr. Ms. _____

Company _____

Phone _____

- | | |
|--|---|
| <input type="checkbox"/> Called for you | <input type="checkbox"/> Please call back |
| <input type="checkbox"/> Returned your call | <input type="checkbox"/> Will call back |
| <input type="checkbox"/> Let a message (below) | <input type="checkbox"/> Needs to see you |
| <input type="checkbox"/> Sent an Email | <input type="checkbox"/> Sent a Fax |

Message _____

Date _____

Time _____