



Spectra Innovations

Daily Sales Call Report - DSCAR			Month:	Day:	Year:		
Sales Person:		Territory:		Group <input type="checkbox"/> SPG <input type="checkbox"/> CPG <input type="checkbox"/> TSG <input type="checkbox"/> Other			
Account Name and Location	Person's/Title of Contact	Remarks	Next Call		Call Code	USD Revenues	
			Date	Time			
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
Instruction to salespeople: Submit this report daily. Retain a copy for your file. Use additional sheets as necessary. When writing a supplemental report refer to it in the remarks Column –“see enclosed” report. Code each call as follows: N- for first call on prospect or new account: M - If call was made and person missed: R- regular call on established account: S- for special support call on established account; X- if call planned but not made: P- payment follow up and/or accounting issues			Total Calls				
			Total Revenues USD <input type="checkbox"/> INR <input type="checkbox"/>				