



Sample Insurance Contracting Log Sheet

Contact Date	Staff Name	Contact Name	Alternate Contact
Phone#			
Fax#			
email			
Contact Type	<input type="checkbox"/> Phone	<input type="checkbox"/> Email	<input type="checkbox"/> letter/fax
Notes			
How to proceed			

Contact Date	Staff Name	Contact Name	Alternate Contact
Phone#			
Fax#			
email			
Contact Type	<input type="checkbox"/> Phone	<input type="checkbox"/> Email	<input type="checkbox"/> letter/fax
Notes			
How to proceed			