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|  |  | TOP PRIORITIES | | | | |  |  |  |  |  |
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|  |  | ❶ | |  | Be Creative | |  |  | September 12th, 2020 |  |  |
|  |  | ❷ | |  | Sign The Contract | |  |  |  |  |  |
|  |  | ❸ | |  |  | |  |  |  |  |  |
|  |  | ❹ | |  |  | |  |  |  |  |  |
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|  |  | SCHEDULE | | | | |  | TO DO | |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | 08:00 | |  | Vision Inc. Meeting | |  |  | Finalize Annual Marketing Plan |  |  |
|  |  | 12:00 | |  | Lunch with Chris | |  |  | Download machine instruction manual |  |  |
|  |  |  | |  |  | |  |  | Buy LEGO for Tommy |  |  |
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|  |  |  | |  |  | |  | CALL OR EMAIL | |  |  |
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|  |  |  | |  |  | |  |  | Martha +55 2699 9999 |  |  |
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|  |  |  | IMPORTANT NOTES | | |  |  |  |  |  |  |
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|  |  |  | Lorem ipsum dolor sit amet, consectetuer adipiscing elit. | | |  |  | MEAL PLANNER | |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | Tuna Sandwich |  |  |
|  |  |  |  |  |  | Apple |  |  |
|  |  |  |  |  |  | Fish & Salad |  |  |
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