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|   | **CUSTOMER SERVICE** CALL LOG TEMPLATE |   |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | CLIENT: West Point Training Ltd • 1389 Broaddus Avenue, NY 21325 • 270-296-0100 • office@westpointabc@gmail.com |   |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | CALL DATE & TIME | 23.10.2021 15:10 |   | CALL DATE & TIME |  |   |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | Name: | Simona D Knight |   | Name: |  |   |
|   | Department: | Shipping Dept. |   | Department: |  |   |
|   | Location: | Los Angeles |   | Location: |  |   |
|   | Billing Code: | 800-62564-100 |   | Billing Code: |  |   |
|   | **MESSAGE** | Call Back |  [ ]  |   | **MESSAGE** | Call Back |  [ ]  |   |
|   | Simona wanted to change the cleaning schedule on the second floor in the shipping department, instead of the schedule Monday-Wednesday-Friday 16-17h, she expressed the wish for the new schedule to be Tuesday-Thursday-Saturday 16-17h.Call her and let her know if the answer to the request is positive. |   |  |   |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |
|   | CALL DATE & TIME |  |   | CALL DATE & TIME |  |   |
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|   |   |   |   |   |   |   |   |   |   |   |  [© TemplateLab.com](https://templatelab.com/)     |