|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|   |   |   |   |   |   |   |
|   |  |   |   |   |   |
|   | COMPANY NAME |   |   |
|   | 123 Street Name, ZIP City |   |   |
|   | (000) 1234 56789 |   |   |
|   |   |   |   |   |
|   | Week Number: 45 |   |   |
|   | 10-10-2022 / 16-10-2022 |   |   |
|   |   |   |   |   |
|   | **WEEKLY CALL LOG** |   |   |
|   |   |   |
|   |  |  | Stacey Houston |   |   |
|   |   |   |   |   |   |   |
|  | **DAY/DATE** | **TIME** | **PERSON CALLED** | **COMPANY NAME** | **ACTION TO BE TAKEN / NOTES** |   |
|   | MONDAY | 12:45 | Mickey Dawson | Somecompany | Send project files |   |
|   | 10 | 13:00 | Bryan Pierce | Othercompany | Call back tomorrow afternoon |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   | TUESDAY |  |  |  |  |   |
|   | 11 |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   | WEDNESDAY |  |  |  |  |   |
|   | 12 |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   | THURSDAY |  |  |  |  |   |
|   | 13 |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   | FRIDAY |  |  |  |  |   |
|   | 14 |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   | SATURDAY |  |  |  |  |   |
|   | 15 |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   | SUNDAY |  |  |  |  |   |
|   | 16 |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |  |  |  |  |   |
|   |   |   |   |   | [© TemplateLab.com](https://templatelab.com/)   |