APPOINTMENT CALENDAR

Joshua Knight (Marketing Manager)

DECEMBER 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
						1 12:00 **Marry's wedding** St.George church
2 10:00 **Company name** Teams meeting	3 13:00 **Q4 Meeting** Head office	4 10:00 **Dentist** Mayflower Street 13:00 **Annual Report** Head office	5 14:00 **Michael Terry** Room 223	6 8:00 **Mark Grant** 555-1234-567-89	7 10:00 **Bank (insurance)** Banca Intesa	8
9 9:00 **Company name** Teams meeting 14:00 **Ernest (Lunch)** McDonalds	10 12:00 **NBS** 225 Main Avenue	11 14:00 **James (Lunch)** Zoro restaurant	12 8:00 **Convention** 233 Blue Street 10:00 **HR meeting** Room 154 14:30 **Revenue report** Online meeting	13 11:00 **R&D Concept** Teams meeting	14	15 11:00 **ZOO Visit** Wisconsin
16 10:00 **Marketing team** Room 123 12:00 **Company name** Video call 15:30 **Jordan Peer** Room 223	17	18	19 14:00 **Training - Day 1** Room 123	20 14:00 **Training - Day 2** Room 123	21 9:00 **Florists** Home	22
23 8:00 **CEO reporting** Head office	24	25	26 12:00 **KPI evaluation** Online meeting	27	28	29
30 8:30 **Company name** Room 211	31 11:00 **Syndicate meeting** Room 232					

NOTES:

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