



Annex C: Sample Call Schedule

Sample Scheduling Form

	Company A	Company B	Company C	Company N
Company Name and Address:				
Contact Person:				
Method of Contact and Information: (e.g. Telephone and telephone number, or E-mail and e-mail address)				
Date of Initial Contact: Local time: Canadian time:				
Contact Made? (communication exchanged, no response/ out of office, refusal/no interest)				
Follow-up with Contact (if required):				
Service Provided				