

CLIENT EMPLOYER CONTACT LOG

NAME _____

DATE SUBMITTED TO CASE MANAGER _____

- APPLIED ONLINE (O)
- TELEPHONE CONTACT (T)
- IN-PERSON VISIT (I)
- RESUME (R) / APPLICATION (A)
SUBMITTED

INTERVIEWED (✓)

DATE	EMPLOYER NAME/ADDRESS	FAX# / PHONE#/ EMAIL / WEBSITE	CONTACT PERSON	JOB TITLE			MISCELLANEOUS INFORMATION