



<b>Day 1</b>	<b>Time</b>	<b>Location</b>	<b>Contact Name</b>	<b>Contact Phone</b>
<b>Breakfast</b>				
<b>Technical Workshop</b>				
<b>Lunch</b>				
<b>Client Visit</b>				
<b>Dinner</b>				
<b>Conference Call Meeting</b>				
<b>Other</b>				
<b>Other</b>				
<b>Other</b>				

**Notes/Additional Items**

<b>Day 2</b>	<b>Time</b>	<b>Location</b>	<b>Contact Name</b>	<b>Contact Phone</b>
<b>Breakfast</b>				
<b>Technical Workshop</b>				
<b>Lunch</b>				
<b>Client Visit</b>				
<b>Dinner</b>				
<b>Conference Call Meeting</b>				
<b>Other</b>				
<b>Other</b>				
<b>Other</b>				

**Notes/Additional Items**