SAVVYCOOL COMPANY
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MORE THAN JUST COOL.
IT'S SAVVYCOOL.

MEETING NOTES

Project # Job Description

Subject

Time & Date The appointment is at _____ a.m. / p.m. on _____ of _____
time date month

Meeting Place ❑ Conference Room _____ ❑ On Site

Directions

Client	Title
Company	Address
Phone	
Cell Phone	E-mail Address

Agenda	Notes
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To make your own **SavvyCool Organizer**, simply print/copy this page on a Letter size (8-1/2 x 11 in) paper, punch 3 holes on the side margin, and put it into your favorite 3-ring binder.
Why spend money? When you can get a **FREE SavvyCool Organizer** at **www.SavvyCool.com**. ©2002 SavvyCool Company

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