**WEEKLY SALES CALL REPORT TEMPLATE**

**COMPANY NAME**

ADDRESS LINE 1

ADDRESS LINE 2

PHONE

EMAIL

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| REPORT WEEK OF: |  |  | REPORT PREPARED BY: |  | SIGNATURE: |
| xx/xx/xx - xx/xx/xx |  |   |  |   |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **WEEKLY TRACKING** | **NUMBER OF CALLS MADE** | **TARGET CALL AMOUNT** | **NUMBER OF SALES MADE** | **TARGET AMOUNT OF SALES** | **SALES RATE** | **VALUE OF SALES MADE** | **TARGET AMOUNT OF VALUE** |
| Monday | 0 | 0 | 0 | 0 |   |  $ |  $ |
| Tuesday | 0 | 0 | 0 | 0 |   |  $ |  $ |
| Wednesday | 0 | 0 | 0 | 0 |   |  $ |  $ |
| Thursday | 0 | 0 | 0 | 0 |   |  $ |  $ |
| Friday | 0 | 0 | 0 | 0 |   |  $ |  $ |
| Saturday | 0 | 0 | 0 | 0 |   |  $ |  $ |
| Sunday | 0 | 0 | 0 | 0 |   |  $ |  $ |

|  |
| --- |
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