**[A picture containing text

Description automatically generated](https://www.smartsheet.com/try-it?trp=11538&utm_source=integrated+content&utm_campaign=/content/sales-report-form-templates&utm_medium=Weekly+Sales+Call+Report+doc+11538&lpa=Weekly+Sales+Call+Report+doc+11538&lx=PFpZZjisDNTS-Ddigi3MyABAgeTPLDIL8TQRu558b7w)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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