

## CUSTOMER ENQUIRY ACTION SHEET

ATTENTION: .....

Team Member: ..... Date: ..... / ..... / .....

Mr

Name : Mrs ..... Phone: .....

Ms

☐ Price & Availability ☐ Request for Stock

PLU

PART NUMBER

DESCRIPTION

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Inquiry Details : .....

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Further Action : .....

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Follow up Completed By: ..... Date: ... / ... / ...

## CUSTOMER ENQUIRY ACTION SHEET

ATTENTION: .....

Team Member: ..... Date : ..... / ..... / .....

Mr

Name: Mrs ..... Phone: .....

Ms

☐ Price & Availability ☐ Request for Stock

QTY

PART NUMBER

DESCRIPTION

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Inquiry Details: .....

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Further Action: .....

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Follow up Completed By: ..... Date: ... / ... / ...