adg who's who sheet

Architectural Detail Group, inc.

Who's Who on the Job

Date:_____

Project:_____ **Rep:**_____

Referred By: _____ **Submittals To:**_____

Touches 1☐2☐3☐4☐5☐6☐7☐8☐9☐10☐ = phone call, letter, email, appointment,1 message maybe not 9 messages or a clever method

Client Name ☐	**Bill to**
Ship to	**Job Site**
Architect	**Landscape Architect**
☐ **Interior Designer** ☐ **Specifier**	☐ **Contractor** ☐ **Maintenance Company**
☐ **Client Representative** ☐ **Purchasing Agent**	☐ **Electrician** ☐ **Lighting Consultant**

☐ **Outlook entered** ☐ Client Assessment or] Client Reseller Application

☐ grading ☐ foundation ☐ framed ☐ wrapped ☐ roof loaded ☐ stucco
☐ interior details ☐ need now ☐ **RETROFIT Application**

☐ Energy survey calculator performed ☐ Photo survey completed

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