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ON HOLD QUESTIONNAIRE

1. WHAT IS THE FULL NAME OF YOUR COMPANY?

2. ARE THERE OTHER WAYS THE COMPANY IS KNOWN?

NO YES, PLEASE LIST:

3. WHAT IS THE COMPANY ADDRESS?

4. ARE THERE OTHER LOCATIONS?

NO YES, PLEASE LIST:

5. DO YOU HAVE A WEB SITE? WHAT IS YOUR WEB ADDRESS? (URL)



6. DO YOU SELL PRODUCTS OR SERVICES OVER THE INTERNET? IF YES, PLEASE DESCRIBE.

7. PLEASE LIST AND DESCRIBE IN DETAIL THE PRODUCTS OR SERVICES YOUR COMPANY PROVIDES.

8. PLEASE LIST YOUR MAIN PHONE NUMBER AND ANY OTHER NUMBERS YOU WOULD LIKE TO INCLUDE IN YOUR SCRIPT (i.e. fax, cell etc.)

9. IS THERE AN EMAIL ADDRESS YOU WOULD LIKE TO INCLUDE IN YOUR SCRIPT?

10. HOW MANY EMPLOYEES DOES YOUR COMPANY HAVE? _____

11. IS YOUR BUSINESS WHOLESALE RETAIL ?

12. HOW MANY YEARS IN BUSINESS? _____ AT CURRENT LOCATION? _____ FAMILY OWNED? YES NO

13. PLEASE TELL US WHAT TYPE OF CUSTOMER YOUR COMPANY SERVES.



14. WHAT OTHER TYPE OF ADVERTISING DOES YOUR COMPANY UTILIZE?

15. WHAT IS THE COMPANY BEST KNOWN FOR?

16. WHAT IS THE COMPANY MOST PROUD OF? (i.e., sales, service, customer satisfaction, etc.)

17. DOES YOUR COMPANY HANDLE: INSTALLATIONS REPAIRS

18. WHAT GEOGRAPHICAL AREAS DOES YOUR COMPANY SERVE?

19. LIST ADVANTAGES YOUR COMPANY HAS OVER THE COMPETITION.

20. PLEASE LIST ANY COMPANY SLOGANS OR MISSION STATEMENTS:

21. WHAT ARE YOUR HOURS OF OPERATION?



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22. PLEASE GIVE DIRECTIONS TO YOUR LOCATION/S INCLUDING PROXIMITY TO MAJOR ROADWAYS.

23. PLEASE LIST ANY MONTHLY/QUARTLY/YEARLY SPECIALS, NEWSLETTERS OR SPECIAL PROMOTIONS:

24. PLEASE LIST ANY ADDITIONAL INFORMATION YOU FEEL IS IMPORTANT OR NOT COVERED ON THIS QUESTIONNAIRE:

THANK YOU FOR ANSWERING THIS QUESTIONNAIRE. PLEASE FILL OUT THE INFORMATION BELOW.

COMPANY NAME _____

YOUR NAME _____

TITLE _____

SIGNATURE/DATE _____