

**Individual:** \_\_\_\_\_ **Waiver:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Provider agency:** \_\_\_\_\_ **Employment Specialist:** \_\_\_\_\_

List the information below for each contact made with employers and the results of each contact. The contact with potential employers should be reflective of the individual's assessments and/or employment goal.

1. Date: \_\_\_\_\_  
Employer name and address: \_\_\_\_\_  
Contact person and phone number: \_\_\_\_\_  
Position being inquired about: \_\_\_\_\_  
Results:

Follow Up: \_\_\_\_\_

2. Date: \_\_\_\_\_  
Employer name and address: \_\_\_\_\_  
Contact person and phone number: \_\_\_\_\_  
Position being inquired about: \_\_\_\_\_  
Results:

Follow Up: \_\_\_\_\_

3. Date: \_\_\_\_\_  
Employer name and address: \_\_\_\_\_  
Contact person and phone number: \_\_\_\_\_  
Position being inquired about: \_\_\_\_\_  
Results:

Follow Up: \_\_\_\_\_

4. Date: \_\_\_\_\_  
Employer name and address: \_\_\_\_\_  
Contact person and phone number: \_\_\_\_\_  
Position being inquired about: \_\_\_\_\_  
Results:

Follow Up: \_\_\_\_\_

5. Date: \_\_\_\_\_  
Employer name and address: \_\_\_\_\_  
Contact person and phone number: \_\_\_\_\_  
Position being inquired about: \_\_\_\_\_  
Results:

Follow Up: \_\_\_\_\_