

Section 1 - Need Connections into Company:

Company (Possible Role You Seek)	Description	City/State	Contact Name/Title	Meet	Connector	Notes
1 ABC Companies (VP of Finance)	Industrial Plastics	Baltimore, MD	Harrison Schutz, CMO			
2 XYZ Incorporated (Divisional CFO)	Aerospace	Seattle, WA	Doug Durbin, CEO			
3 4 5 6 7 8	By providing the industry, this allows your contact to think of other companies in the industry	Your contact may know someone in your target city	This is who you want to meet in the company - This gives your contact another point to help you.			

Section 2 - Need Connections within targeted department/division:

Company	Description	City/State	Contact Name/Title	Meet	Connector	Notes
9 Delta Companies	Medical Supplies	Silver Springs, MD	John Miller, CMO	N	Ed Harris	Need Western division
10 11 12 13 14 15 16			This is who you are connected to so far in the company, you could have multiple people listed		The Connector is who introduced you - keeping track is important, in case you need more help in getting a meeting	Use these notes to help your contact - identify the division or department you are seeking contacts into

Section 3 - Have connections in department/division:

Company	Description	City/State	Contact Name/Title	Meet	Connector	Notes
17 South Beach Technology	On-line Commerce	Miami, FL	Dan Larson, CEO	Y	Dirk Amsterdam	
18 19 20 21 22 23 24						Keeping your meeting status up to date is important, your contact help get a meeting if you are still trying to get into the company