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| **Sales Visit Planning Form** |
| **Date\*：** |
| **Filled by\*** |  | **Department\*** |  |
| **Customer Name\*** |  | **Contact Person** |  |
| **Phone Number** |  | **Fax** |  |
| **Address** |  |
| **Expected Visit Date\*** |  **To** |
| **Visit Purpose\*** |  |
| **Remarks** |  |