# Database
## Information about People/Organisations that we know or work with

| Name of the person you spoke to: | | Date of call: |
|---|---|---|
| Job Title of this person: | | |
| Name of their Organisation: | | |

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|---|---|---|
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| What does this person/ organisation do? | e.g. advocacy group, healthcare trust, housing association, person with learning disabilities etc. |
|---|---|

**Why did this person contact us?** e.g. asking for more information about a project, wanted to know price for Picture Bank, answered a questionnaire etc.

**What has happened so far?** e.g. sent some information, spoke to them on the phone, had a meeting with them etc.

| How did this person hear about CHANGE? | e.g. through a friend/colleague, from an event, saw our website or a leaflet etc. |
|---|---|
| Comments - | How helpful is this person/organisation? |