Inquiry Log

***Inquiry Log***- For tracking initial contact of seekers with Parish

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| Date (YYYYMMDD): | \_\_\_\_ |  | |
| Contacted via: | Website/Email | Phone | Walk-in/Personal Conversation | |
| Inquirer’s Name: |  | | | |
| Phone Number: |  | | | |
| Email Address: |  | | | |

Question/Inquiry Details: (i.e.: nature of the inquiry, questions, concerns, etc.)

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| Referral to RCIA Coordinator: | Yes | No |
| If No, why? |  | |

Follow up: (i.e.: who will follow-up with inquirer, other additional notes)

Date of Follow-up: