

Ministry Call Log

MINISTRY CALL LOG

Group: _____ Leader: _____ Page _____

For every place on the list, fill the top half when you research them and the bottom half as calls happen. One sheet per place.

=====

PLACE: _____

Town: _____ Phone: _____

What they do (one sentence): _____

Website today? None Broken/outdated Found via: _____

Who suggested them / connection to our church: _____

=====

FIRST CALL Date: _____ Caller (first name): _____

Result: YES — send link NO — thanked them

Call back later: _____ No answer

Best way to send the link: _____

Notes (what they said, who answered, anything to remember):

SITE BUILT? Done + check passed Date: _____

THEIR APPROVAL TO GO LIVE? Yes, confirmed Date: _____

Corrections they asked for: _____

POWERED-BY LINE? Yes — filled in No — removed

LIVE! Date: _____ Address: _____

Handoff message sent? Yes By: _____

DONATION CONVERSATION Date: _____ Caller: _____

Result: Gave — thank-you sent Maybe later — thank-you sent

Kind words only — thank-you sent

Notes: _____

=====
=====

Remember: the gift comes first. The site stays up no matter what they answer. Gratitude is the uniform — wear it on every call.