

# IMPORTANT MESSAGE

FOR \_\_\_\_\_

DATE \_\_\_\_\_ TIME \_\_\_\_\_ A.M.  
P.M.

M \_\_\_\_\_

OF \_\_\_\_\_

PHONE \_\_\_\_\_  
AREA CODE NUMBER EXTENSION

FAX

MOBILE \_\_\_\_\_  
AREA CODE NUMBER TIME TO CALL

TELEPHONED		PLEASE CALL	
CAME TO SEE YOU		WILL CALL AGAIN	
WANTS TO SEE YOU		<i>RUSH</i>	
DEF	<i>Tom Smith</i>	SPECIAL ATTENTION	<i>)</i>