

PASTOR PROCESSING LOG

Name and Phone Number	Date Obtained	Source	Date Contacted	Prospect's Response	MDF Rcv'd	Tape Rcv'd	MDF Reviewed	Tape Heard	Screen* X / √	Telephone Interview	Decision	Letter to Notify	Tape Returned
1.													
2.													
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9.													
10.													

* Contact everyone at this stage to advise them of their status in the process. X = not a match, √ = continue

PASTOR PROCESSING LOG EXAMPLE

	Name and Phone Number	Date Obtained	Source	Date Contacted	Prospect's Response	MDF Rcv'd	Tape Rcv'd	MDF Reviewed	Tape Heard	Screen* X/√	Telephone Interview	Decision	Letter to Notify	Tape Returned
1.	<i>Matthew Mark</i>	<i>3/27</i>	<i>Office</i>	<i>1/2</i>	<i>Very interested</i>	<i>1/2</i>	<i>1/2</i>	<i>1/3</i>	<i>1/4</i>	<i>X</i>	<i>-----</i>		<i>1/5</i>	<i>1/5</i>
2.	<i>Mark Luke</i>	<i>12/31</i>	<i>Congrega</i>	<i>1/5</i>	<i>Very interested</i>	<i>1/6</i>	<i>1/10</i>	<i>1/10</i>	<i>1/15</i>	<i>√</i>	<i>5/15</i>	<i>Reject</i>	<i>5/20</i>	<i>5/20</i>
3.	<i>Luke John 345-678-</i>	<i>12/25</i>	<i>Presi dent</i>	<i>4/1</i>	<i>No interest</i>	<i>-----</i>								
4.	<i>John Paul 456-789-</i>	<i>12/30</i>	<i>Bapt Pastor</i>	<i>-----</i>										
5.	<i>Paul Peter</i>	<i>12/1</i>	<i>date thru</i>	<i>1/30</i>	<i>Anxious</i>	<i>2/1</i>	<i>2/1</i>	<i>2/2</i>	<i>2/3</i>	<i>√</i>	<i>2/28</i>	<i>Visit 3/5</i>		
6.														
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