

# Correspondence Record Sheet

Surname: \_\_\_\_\_ Researcher: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Entry Date Sent	Follow-up Response	Charge Refund	Addressee & Address	Subject or Citation	Results	Doc. No.
1						
2						
3						
4						
5						
6						
7						
8						