CITY OF MIDDLETON
PROJECT COMMUNICATION RECORD

- ❑ TELEPHONE CALL RECEIVED
- ❑ TELEPHONE CALL MADE
- ❑ PERSONAL MEETING

COMMUNICATION WITH: _____

OF: _____

TELEPHONE NUMBER: _____

DATE: _____

ISSUE: _____

DECISIONS MADE: _____

NOTES OF DISCUSSION: _____

SIGNED: _____