



AHOLATTAFUN CREATIVE BLOCK TIME REPORT

REPORT MONTH: FEBRUARY 2009	SERVICE: BLOCK TIME - PLATINUM
CLIENT: YOUR COMPANY	CONTRACT RENEWAL: N/A
HRS PURCHASED: 50	OVERAGE RATE: N/A

CLIENT MAINTENANCE NOTES

JANUARY 2009

DATE	JOB	HR. SPENT	HR. REMAIN
01-08-2009	Purchase of Platinum Block	+ 50	50 hr.
01-09-2009	Update to media page of website	3 hr.	47 hr.
01-13-2009	Bannerstand artwork	4.5 hr.	42.5 hr.
01-19-2009	Update to services and main pages of website	2 hr.	40.5 hr.
01-22-2009	Presentation folder artwork	5 hr.	35.5 hr.
01-27-2009	Business cards for employee1, employee2, employee3	1.5 hr.	34 hr.
01-28-2009	11 x 17 poster artwork	4 hr.	30 hr.
01-30-2009	Brochure artwork – back side	2 hr.	28 hr.
Total Hours:		22 hr.	28 hr.

FEBRUARY 2009

DATE	JOB	HR. SPENT	HR. REMAIN
02-10-2009	Update to videos on media page of website	2 hr.	26 hr.
02-11-2009	Bannerstand artwork	5 hr.	21 hr.
02-12-2009	8 x 12 flyers artwork	2 hr.	19 hr.
02-13-2009	18 x 24 poster artwork	4 hr.	15 hr.
Total Hours:		13 hr.	15 hr.

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Email: info@aholattafun.ca
www.aholattafun.ca



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BUSINESS MANAGER NOTES

JANUARY 2009

DATE	NOTE	BY
01-09-2009	Website posted live for review	Manager Name
01-13-2009	Artwork sent to client for review	Manager Name
01-19-2009	Website posted live for review	Manager Name
01-22-2009	Artwork sent to client for review	Manager Name
01-27-2009	Artwork sent to client for review	Manager Name
01-28-2009	Artwork sent to client for review	Manager Name
01-30-2009	Artwork sent to client for review	Manager Name

FEBRUARY 2009

DATE	NOTE	BY
02-10-2009	Website posted live for review	Manager Name
02-11-2009	Artwork sent to client for review	Manager Name
02-12-2009	Artwork sent to client for review	Manager Name
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