**Site Visit Questionnaire – Existing Customer**

**\*\*SUBMIT ALL INFORMATION WITHIN 5 DAYS OF SITE VISIT\*\***

**Salesperson:**

**Company Name:**

**Address:**

**City/State/Zip Code:**

**Date(s) of Site Visit:**

**Contact Name(s):**

**Contact Title(s):**

**Engine Types:**

**Quantities:**

**Customer Type (End User/Broker/Depot):**

1. Are there any immediate needs (or problems) the plant has to fulfill?
2. Do they carry stock or use a Just-In-Time inventory system?
3. Where are they currently buying parts from?
4. How has their experience been with TTI?
5. What can TTI do to improve our service?
6. Is there anybody they can recommend TTI to?
7. What is your plan/timeline to follow up with the customer?

Attach a summary of your visit (below)

Attach contact sheet

Send “thank you” email to contact(s) and BCC Marketing

Include all/any expenses and receipts related to visit