



**SARNIA-LAMBTON
BUSINESS DEVELOPMENT CORPORATION**

A Community Futures Development Corporation



Summary of Monthly Activities

Report for the month of

Business Name

Client Name

Business Address

Business Telephone

Email address

Failure to provide complete contact information every month will be considered as a failure to meet the contractual obligations of your SEB agreement.

Provide a brief synopsis of the activities performed during the previous month. (If in doubt, try to think of three things you accomplished during the past month.)

Provide a brief synopsis of your plans for the upcoming month. (If in doubt, try to think of three things you want/plan to accomplish during the next month.)

List any upcoming events, advertising or publications that will feature or promote your business:

Please include benchmarks achieved in the past month, and benchmarks that remain outstanding: