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## **MESSAGE ON HOLD – INFORMATION SHEET**

Please complete and submit (or e-mail to creative@messageonholdservice.com).

Company:		Contact Name:				
Address:						
City:		State:		Zip:		
E-mail:		Phone:		Fax:		
Business Hours:						
Driving Directions:						
Company Slogan:						
What makes your business unique:						
What are some of the products / services you offer:						
Age range:	Average h	old time:				
Which credit	cards do you accept (if any): A	Accept card	ls?			
Visa MasterCard Discover Amex						
Are calls usually for a specific reason (e.g. to place an order, get service, file a complaint)? If so:						
List any specific accreditations, affiliations, or memberships your company has:						
Company history (e.g. how long in business, locally/family owned, etc.):						
Any additional information you would like us to include (e.g. toll-free number):						

Submit Form

Please save this form in a safe location in case you ever need to make future changes.