**REPORT OF OFFICE CONFERENCES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Date:** |  | **County:** |  | | | **District:** |  |
| **Conference Began at:** | |  | | **and Adjourned at:** |  | | |
| **Agents Absent:** | |  | | | | | |
| **Reasons for Absence:** | |  | | | | | |
| **Attending Agents:** | |  | | | | | |
| **Submitted by:** | |  | | | | | |

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| **Highlights/Outcomes of Past Activities**  **Upcoming Schedule** |
| **Dates & Deadlines**  **Program Coordination**  **Travel Plans**  **Discussion Items**  Signatures of Attending Agents  Signature: |
|  |
| Agent Signature |
| Agent Signature |