

# NETWORKING INVENTORY TEMPLATE

If you'd like a spreadsheet version, click [here](#).

**1. Name:** \_\_\_\_\_

## 2. Category:

- Family Member
- Friend from School
- Kid's Parent
- Current Colleague
- Former Colleague
- Industry Connection
- Mentor
- Connection's connection
- Other: \_\_\_\_\_

## 3. Frequency of Contact

- Monthly
- Quarterly
- Semi-Annually
- Annually

## 4. Preferred Communication Medium

- Email
- Phone Call
- Video-Call
- In-Person Meeting
- Social Media (Specify): \_\_\_\_\_
- Other: \_\_\_\_\_

## 5. Additional Information:

- Company/Organization: \_\_\_\_\_
- Position/Role: \_\_\_\_\_
- Email: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- LinkedIn Profile: \_\_\_\_\_
- Notes/Context: \_\_\_\_\_

## 6. Commitments & Action Items:

- Next Contact Date: \_\_\_\_\_
- Purpose of Next Contact: \_\_\_\_\_

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- Action Items for Next Contact:

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