



# MAY 2024

## EVENTS

3- Factory Visit  
6- June Order Form Submission  
13- Follow-up of Orders  
24- Bulk Product Delivery for  
April Orders  
27- Business Inventory  
31- Team Meeting

SUN MON TUE WED THU FRI SAT

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## NOTES

- 1.Gather customer orders on or before May 6th.
- 2.Prepare product reports and gather customer feedback before the Monthly Team Meeting.
- 3.Coordinate with courier shipping services.

