**GUIDE 1: KEEP YOUR BUSINESS ACTIVE**

**ANNEX 3**

**CLIENT CONTACT NUMBER AND ADDRESS BACKUP FORMAT**

**Business Name:**

**Last Date Updated:**

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| **Client name and surname** | **Client phone number** | **Exact client address. Include references on directions to client address.** |
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| **Client name and surname** | **Client phone number** | **Exact client address. Include references on directions to client address.** |
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