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| РАБОТА С КЛИЕНТОМ  Занести данные  Отправлено заявление на выплату Получено заявление на выплату  Дата претензии  Истец:  Ответчик:  Телефоны:  Менеджер:  Юрист:  Дата подготовки на подачу иска Дата подачи иска  Клиент проинформирован Тип договора:      Дата заседания  Судья  Суд  Сотрудник:  Примечание заседания (прошедшего)     |  |  |  |  |  | | --- | --- | --- | --- | --- | | Суд | Дата процесса | Сотрудник | Результат судебного заседания | Примечание | |  |  |  |  |  |     Необходимость обжалования судебного процесса Аппеляционная жалоба подана Сотрудник:  Заявление на исполнительный лист Получение исполнительного листа  Описание о проделанной работе и комментарии  Добавить описание |

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| ЗАПИСЬ КЛИЕНТА   |  |  |  | | --- | --- | --- | |  | Алена | Виталий | | 09:00 |  |  | | 09:30 |  |  | | 10:00 |  |  | | 10:30 |  |  | | 11:00 |  |  | | 11:30 |  |  | | 12:00 |  |  |   23.10.2017 (ПН) 24.10.2017 (ВТ) 24.10.2017 (СР)   |  |  |  | | --- | --- | --- | |  | Алена | Виталий | | 09:00 |  |  | | 09:30 |  |  | | 10:00 |  |  | | 10:30 |  |  | | 11:00 |  |  | | 11:30 |  |  | | 12:00 |  |  |  |  |  |  | | --- | --- | --- | |  | Алена | Виталий | | 09:00 |  |  | | 09:30 |  |  | | 10:00 |  |  | | 10:30 |  |  | | 11:00 |  |  | | 11:30 |  |  | | 12:00 |  |  | |

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| Заключенные договора  Сотрудники  Контрагенты  Рабочий стол  Запись клиента Схема процессов  Работа с клиентом  Завтрашние заседания    Рабочий стол  Работа с клиентом    Новый договор Участие в процессе Списать в архив    Найти …     |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Договор | Дата | Статус договора | Истец | Ответчик | Краткое описание | Телефоны | Юрист | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  | |