　営業月報　　　　　　　年　　月分　　　　　　　　　　　　　　　　　　　　　年　　月　　日

|  |  |  |  |
| --- | --- | --- | --- |
| 部　署 |  | 氏　名 |  |

（１）概要

|  |
| --- |
|  |

（２）売上実績

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 商品 | 売上 | 対前月比 | 対前年同月比 | 備考 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

（３）分析・反省等

|  |
| --- |
|  |

（４）今後の目標・方針

|  |
| --- |
|  |

|  |
| --- |
| コメント |
|  |