**Client Meeting Minutes**

**Casual Jobs Database V.1**

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| **Meeting Date** | **Meeting Time** | **Location** |
| [05/10/2020] | 10.30am – 11am | WelTec |

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| **Client Name:** | **Clement Sudhakar Swarnappa** |
| **Meeting Purpose:** | Presentation for Official Project Handover and Documentations Handover |

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| **Participants** |
| Ruban Ravi Sebastian (2207078) |
| Kalaivani Ilango (2208791) |
| Supun Chandra Malimage (2193624) |

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| **Agenda Item** | **Discussion** | **Action plan** |
| 1. Application Demonstration and Client Training | We demonstrated the complete application based on the checklist prepared. Client was fully satisfied with the overall project outcome | NA |
| 1. RAD client Final Presentation Approval Form | Client gave good feedback about our team and signed all respective documents | NA |
| 1. Next meeting date: |  | -- |

These minutes of 05/10/2020 were accepted:

**Client Signature & Date**: ----------------------------------

**Team Members Signature & Date**:

Supun Malimage: ----------------------------------------------

Kalaivani Ilango: ----------------------------------------------

Ruban Ravi Sebastian: ---------------------------------------