**Task Subject:** {name}

**Related To:** {parent\_name}

**Status:** {status}

**Date Start – Due Date:** {date\_start} – {date\_due}

**Description**: {description}

**Parent Type:**  {parent\_type}

**Parent Name:**  {parent\_name}

**Date Created:**  {date\_entered}

**Date Modified:**  {date\_modified}

|  |
| --- |
| **Notes** |
| **Subject** | **Last Modified** | **Date created** | **Contact Name** | **Assigned User** |
| {#notes}{name} | {date\_modified} | {date\_entered} | {contact\_name} | {assigned\_user\_name}{/notes} |