

HOST COACHING

CHECKLIST

HOST COACHING FOLLOW UP

Name: _____ Birthday: _____

Address: _____ Phone: _____

Date of Social: _____ Email _____

Facebook Profile: _____

Facebook Event: _____

Time: _____ Guests _____

Confirmed: _____

Outside Orders: _____ Pre-Arranged Bookings: _____

Potential Distributor: Yes/No.

Is this a Launch Social? Yes/No.

Who is the enroller of guests? _____

Sponsor? _____

CALL 1 – WITHIN 48 HOURS OF THE BOOKING

Date: _____

- Confirm date: “Is the date still good for you?” Let them know your postponement/cancellation policy.
- Have you looked through the Host information yet?
- Create the FB Event and add your Host.

“I will just pop you in the FB Event I created so you can add your guests. I will put a link directly to your Social in this Event so your long distance friends or ones that can’t attend can still place an order online. I will also put the catalog for the Product Line in the Event so they can flip through it at their leisure. If they ask for other products that YGY sells, I will pop those links in too. It is such a convenient way to help you manage your Social.”

- Wish List for:
Free Items _____
Half Price off Items _____

- | | |
|--|---|
| <ul style="list-style-type: none"><input type="checkbox"/> Host Specials<input type="checkbox"/> New Bookings<input type="checkbox"/> Outside orders | <ul style="list-style-type: none"><input type="checkbox"/> Shipping /Payments<input type="checkbox"/> MENU/ Dietary Requirements<input type="checkbox"/> Host Shopping List |
|--|---|

Notes: _____

CALL 2 – ONE WEEK BEFORE THE SOCIAL

Date: _____

(if the Social is booked within 3 weeks. If not, call two weeks before)

- Let the Host know how excited you are to be coming to their home to do a Social and helping them to achieve free products and rewards
- Help the Host make their wish list. Remind them of the specials.
- Advise them that they can earn Host rewards from people who cannot make it on the day – so collect outside orders - suggest they book a Social.
- Review the guest list and encourage their guests to bring a friend. Ask them to do reminder calls the day before the Social to remind guests.
- Offer the business opportunity – ask them to think about it – ask them to watch what you do & see if it's something they would like to do.
- Let them know that you will call the day before the Social to confirm directions and to get confirmation of how many people will attend, so you know how many lookbooks, order forms and number of prizes to bring (if you are playing a game)

Notes: _____

CALL 3 – 1-2 DAYS BEFORE THE SOCIAL

Date: _____

- Guest List – suggest how to increase it, if needed, ie. Ask them to make reminder calls/texts, and have people bring a friend – prizes.
- Remind them to ask for Outside Orders or Bookings from friends who ring and say they are unable to make it – they all help to increase Host Rewards.
- Verify directions
- Tell them that you are looking forward to seeing everyone and sharing the many benefits of Youngevity products with the group

Notes: _____

CALL 4 – THE DAY AFTER THE SOCIAL

Date: _____

- Let them know (again) how much was saved on their order
- Thank her and let her know it was a successful Social for you and that you are excited to share more information about your business and excited to have her as part of your Team as a VIP Customer or Distributor and discuss that you'd like to continue working with her as her personal shopper or upline leader!
- Send a thank you note.

Notes: _____