

INSTRUCTIONS – WEEKLY ACCOMPLISHMENT SHEET (CONT.)

Dear Sales Director:

I would like more information about the following areas:

Booking _____ Closing My Classes _____

Coaching _____ Customer Service _____

Sharing The Opportunity _____ Business Management _____

Telephone Sales _____ Obtaining Reorders _____

Skin Care Classes/Facials _____ On The Go Appointments _____

Online/Personal Web Site Orders _____ Shows (Trunk Shows, Collection Previews, etc.) _____

Brochure/Pref. Customer Program/Misc. Sales/Reorders _____ Other (_____) _____

Next Week's Goals

Amount of Sales \$ _____

Number of Skin Care Classes/Facials _____

Number of On The Go Appointments _____

Number of On With The Shows _____

Number of Interviews _____

Number of Customer Calls _____

This Week's Hourly Earnings

Your Estimated Weekly Gross Profit \$300.00

+ Hours Worked = 9

Total Earned Per Hour \$ 33.33

New or Prospective Team Members					
INTERVIEWED (✓)	RECRUITED (✓)	NAME	COMPLETE ADDRESS	TELEPHONE	EMAIL ADDRESS
✓		Stephanie Brown	5729 Oak, Anytown, TX 75106	(214) 627-1275	SB@email.com
✓		Jane Miller	4424 Maple, Anytown, TX 75231	(214) 592-1826	JM@email.com
✓	✓	Margaret Cole	1317 Woodward, Anytown, TX 76012	(972) 611-1221	MC@email.com
✓		Carol Adams	8624 Marsh, Anytown, TX 75229	(972) 595-4386	CA@email.com