Host \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Party Date/Time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Party address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Day phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Eve Phone \_\_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dated From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Close out date \_\_\_\_\_\_\_Total Sales \_\_\_\_\_\_\_# Bookings \_\_\_\_\_

Name Phone Date Held

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_

Recruit Leads Phone email

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_1) Set party date/give party planning packet

 If party is next month, give everything EXCEPT flyers and host sheet

\_\_\_\_\_2) Friend request your host on FaceBook

* + Set up party and create party link
	+ Optional: Create Facebook Group: include auction info/invite host/allow host to add friends

\_\_\_\_\_3) Mail a Thank you note or card—DON’T SKIP

\_\_\_\_\_4) **Call #1: Within 48 hours of dating!!!!**

* Set Host Gift Goal: “What do you want to get with your host credits?”
* Stress importance of PERSONAL INVITATION/NEED TO OVER-INVITE
* Offer challenges: $200 outside orders, 10 in attendance, dating waiting
* Discuss Party Theme/Recipes
* Offer Business Opportunity: “Have you ever thought about doing what I do?”

\_\_\_\_\_ 5) Mail or email new flyers/current host sheet to host if not in packet

\_\_\_\_\_6) Call #2

* + “How are you doing on your outside orders?”
	+ “Who is the most likely to book a party?”
	+ Reminder of Refreshments/ingredients—make sure she has them all and they are “thawed and ready!”

\_\_\_\_\_7) Day before call

* Make sure she makes reminder calls: encourage guest to bring a friend and/or

an outside order for a free gift/tupperbucks

* Offer opportunity again: “Have you given any more thought to the Tupperware business opportunity?

\_\_\_\_\_8) Pick 2 recruit leads and partner with your upline to make 3-way calls

\_\_\_\_\_9) Behind the scenes!

* Closed out/ordered/add emails and phone numbers to contact list
* Mail after party thank you note
* Invite guests to your VIP group.

\_\_\_\_\_10) Delivery Follow Up Call

Glue stick to large manila envelope. Check off each item during hostess coaching. Insert copies of guest list, monthly flyer and any special flyers inside. Take to party and put all customer orders in envelopes.