

Beach Party Coaching - Tracking



Hostess Information

Name: _____

Address: _____

Phone: _____

Class Location: _____

Thank You Sent: _____

Pre-Class Information

Class Date: _____

_____ Gave Hostess Packet

_____ Received Guest List

_____ Invitations Sent

_____ Guests Confirmed

_____ Gave Director Class Info (date, hostess name)

Confirming the Guests: "Hi __, this is __. I am the Mary Kay Consultant, the Vacation Director, holding the Beach Party for __ on __, do you have a quick minute? Great! I am putting together a special "goodie bag" for each guest who is planning on attending the class...will you be able to make it by (time)? Well __, I am excited to meet you in person, __ has told me so many wonderful things about you! Before I run, let me ask you a couple of quick questions about your skin! Do you have any special needs you want to address? What are you most looking forward to trying at the Beach Party (ie. skin care, hand treatments, aromatherapy lotions, color or anything else)? Well, I will have a special seat for you and our your personalized goodie bag. Looking forward to seeing you then! Don't forget, when you bring a guest, you will also receive an additional Thank you gift from me and we must have 12 guests to be able to give \$200 MK for __ and our grand prize guest drawing! AFTER speaking with the guests, call your hostess to let her know how excited her guests are! What's in a goodie bag: candies, special samples she might need from the conversation you had with her.

Guest List - Name	Phone Number	Address	Pre-profiled / Special Need	Invite Sent
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Number of guests attending _____

Total Retail sales _____

Number of Bookings _____

Number of Interviews Scheduled _____

Career Info given out: _____

Name, Number and Address for New Recruits from Party

Name: _____

Name: _____
