



HOSTESS COACHING CHECKLIST

by Lynn Bardowski



“Your Hostess is your biz partner.
Work together to achieve success!”

CONTACT 1: WITHIN 24 HRS OF BOOKING

EXPECT: Communicate teamwork and let your Hostess know what to expect from you, and what you expect from her

- Prevent cancellations by dating the party within one week
- Mail a personalized thank you card/note & send a Facebook party packet
- Help your Host create a guest list and stay spam free by encouraging her to personally invite facebook friends she knows well enough that she'd invite them into her home.
- Review "rules of engagement": Like and comment on party posts, share products she loves, post a day-of-party reminder, etc.. *Refer to the Tic Tac Toe in printables

CONTACT 2: 3 - 5 DAYS AFTER BOOKING

EXCITE: Keep your Hostess excited by focusing on What's In It For Her

- Schedule a "Wish List" call and find out what products your Hostess is excited about earning. Help your Hostess make a plan to earn everything on her Wish List, and challenge her for 1 pre-booking + 5 outside orders
- Ask, "who do you think will be your first booking?"
- Build belief & challenge your Host to become a member of your "ELITE Hostess Club"
- Ask if she has questions

CONTACT 3: 1 - 2 DAYS BEFORE THE PARTY

EXCEED: Stay in touch and exceed expectations

- Stay in contact with your Hostess and follow-up on your challenge for outside orders and a pre-booking.
- Ask your Host to text "day of party" reminders & post a reminder on Facebook. Encourage guests to bring a friend who is interested in your products.
- Give words to say to turn last minute cancellations into sales and parties
- Continue to build belief. IE: "You're awesome! ELITE Hostess Club here you come!"



WORDS TO SAY

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Contact 1:
Give your Host words to say to stay spam free and personally invite guests

Hey Joy, Whatcha doing next Wed.? I've fallen in love with (your company) and I think you will too! Come learn some great (fill in the blank) tips at my online party!

Contact 2:
Schedule a personal call with the Hostess to discuss her Wish List

Hi Amanda! So excited to party with you next week! Are you available tonight for a quick chat so I can share all the Hostess goodies with you?

Contact 3:
Give words to say to turn last minute cancellations into leads

So sorry you can't make it Lisa! (Consultant) offered to do a virtual consult with anyone who had to cancel at the last minute. How does that sound?