

Weekly Tracking Sheet for those who are COMMITTED to being a *Red Jacket*

Name: _____ Week Of: _____

To be a Red Jacket you must personally be Active and have 3 to 4 Active personal team members
 I'm Committed:: 4 New Bookings, 2-4 guest at events, \$400 retail/week and FINISH Weekly Checklist

1. 4 NEW Bookings
 (From Skin Care Parties, Warm Chatter, Referrals, Customer Phone Calls etc)
 Name: _____ Date of Booking: _____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____

3. Choose how to CREATE a \$400+ retail week

Skin Care Class		Facials/On The Go appointments	Customer Re-orders		
Hostess	Sales	Name	Sales	Name	Sales
_____/_____	_____/_____	_____/_____	_____/_____	_____/_____	_____/_____
_____/_____	_____/_____	_____/_____	_____/_____	_____/_____	_____/_____
_____/_____	_____/_____	_____/_____	_____/_____	_____/_____	_____/_____
Total SCC: _____		Total F/OTG: _____		Total Re-orders: _____	

Total Sales for the week: _____ Weekly wholesale ordered: _____

2. 2 - 4 Guest Event
 Name: _____ Event/ #Guests _____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____
 _____/_____/_____

4. Share the opportunity
 Face to Face, Phone call, Event, etc.
 Name: _____ How did you share? _____
 _____/_____
 _____/_____
 _____/_____
 _____/_____
 _____/_____
 _____/_____

5. Your Weekly checklist

- Place your Wholesale order
- I coached every appointment
- I pre-profiled all my guests
- Submit your weekly tracking sheet totals on your Directors Unit Website

Wholesale for this quarter: _____ Wholesale needed to complete Star: _____ New team members added this week: _____ Total Active Team: _____