

Weekly Tracking Sheet for those who are COMMITTED to being a



Star quarter dates **Q1. June 16 - Sept. 15** **Q2. Sept. 16 - Dec. 15** **Q3. Dec. 16 - Mar. 15** **Q4 Mar. 16 - June 15**

Name: _____ **Week Of:** _____

Contest credit is any combination of at least \$1,800 in wholesale section 1 orders plus qualified new personal team members

Non-negotiables: 4 New Bookings, 1-2 guest at events, \$300 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 \$300+ 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. 1 - 2 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: _____