

Class Date: \_\_\_\_\_

Class Time: \_\_\_\_\_

Hostess Name: \_\_\_\_\_ Telephone Number \_\_\_\_\_

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

Directions: \_\_\_\_\_

- Book Skin Care Class \_\_\_\_\_
- Review "Hostess Packet" with the Hostess \_\_\_\_\_
- Preliminary Coaching \_\_\_\_\_
- Send Reminder Card \_\_\_\_\_
- Telephone Coaching \_\_\_\_\_
- Call for Guest List \_\_\_\_\_
- Pre-Profile Guest \_\_\_\_\_
- Hold Skin Care Class \_\_\_\_\_
- Send Thank You notes to hostess & guests \_\_\_\_\_

**Hostess Packet-**

Include Beauty Books, Seasons Book, Outside Order Sheet, Samples, Recruiting Info. (MK at a glance), etc..

**Follow-Up-**

2 Days \_\_\_\_\_

2 Weeks \_\_\_\_\_

2 Months \_\_\_\_\_

**Guest List**

Name	Address	Telephone #	Pre-Profiled
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

**Referrals Unable To Attend**

Name	Address	Telephone #	Pre-Profiled
1.			
2.			
3.			
4.			
5.			

Hostess Credit: \_\_\_\_\_ Coupon Used (if any): \_\_\_\_\_

Recruiting Info: \_\_\_\_\_

Notes / Comments: \_\_\_\_\_

\_\_\_\_\_