

Hostess Checklist

Hostess _____ Phone _____

E-mail address _____

Class Date _____ Class Time _____

Address _____

Directions _____

___ Preliminary coached

___ Received guest list

___ Thank you note sent before party

___ Reminder sent

___ Phone coached

___ Thank you note sent after party

Guest Name/Address/Phone

Put an asterisk next to the names of the guests who might want to host their own party and who might be interested in the Mary Kay business opportunity. Make a check next to their name after you pre-profile them.

- ___ 1. _____
- ___ 2. _____
- ___ 3. _____
- ___ 4. _____
- ___ 5. _____
- ___ 6. _____
- ___ 7. _____
- ___ 8. _____

Referrals Unable to Attend

Put an asterisk next to the names the hostess suggests might be interested in host their own class and check after calling.

- ___ 1. _____
- ___ 2. _____
- ___ 3. _____
- ___ 4. _____

___ Hostess Thank You Gift _____

___ Hostess Goal _____

___ Hostess Rewards Earned _____
