

WHEN THEY SAY YES

Congratulations!! You've just taken the first step in helping someone achieve Life Long Transformation. When your client said YES to this program they became part of our community.

Procedure for taking the info to place an order:

1. Get all ordering information
 - Name
 - Phone
 - Email
 - Billing and Shipping address
 - Card info (type, number, exp, cvc)
2. Hang up the phone THEN place the client's order.
 - We DO NOT customize orders unless there is a dietary need

It's always a good idea to track where you are in the process of launching your clients. Never assume that you'll remember which client is at a specific spot in their process. We are PROFESSIONAL health coaches who keep RECORDS!

After placing that order, Send the first of the Daily Client Text Messages.

[Save this Link to the Daily Messages](#) to your Google Drive so it'll always stay up to date!

INVITE them to the client support page and WELCOME them WITH a picture pulled from their FB profile. If it's already on their profile you can assume it's there to be viewed by the public.

1. Add them to the page
2. Confirm your support team has accepted them to the page
3. Confirm they have received the invite
4. Tag them in the Sunday night Kick off Call and confirm which Sunday night they will attend while they are waiting for their box to arrive
5. Create a Welcome post.
 - a. Introduce them in a fun personal way.
 - b. Say why you are excited they are joining you in the community
6. Confirm they have the Community zoom on their calendar

Track their package by watching your email

When you see the delivery date be sure to SEND THE TEXT that includes the [journey kick off video](#). For a simple outline for the Journey Kick Off (JKO) please visit the "Coaching for Fat Burn" tab.

Schedule and CONFIRM the appointment to talk the night before they begin program.

