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# Section 4

## FUTURE HOSTESSES

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As you host and oversee your parties, you should always have an “Interested in Hosting a Party” sign-up sheet available and present. It should be placed somewhere that allows everyone to easily see it which will pique curiosity. Party attendees should be able to put their contact information down on this sheet even if they may not feel comfortable approaching you.

Throughout your party, as people express interest about hosting, if you are not available to immediately book that party on the spot, then they should be referred to the form. The form that is available at your parties may be modeled after the worksheets contained in this section if it is helpful.

### Master List

In this section you will find your “Interested in Hosting a Party” Master List or your Future Hostesses List.

After each party, you will take your “Interested in Hosting a Party” list and record all of the new contact information onto your Future Hostesses List. This will become a master list of potential contacts who can host a party for you in the future. This makes it easy to track individuals who have expressed interest in hosting and provides a central location for you to reference when you are in need of a hostess.

You should be able to find numerous uses for this master list. However, the two most important uses are following-up and booking future parties.

### Booking Future Parties

Your Future Hostesses List is a great resource when you need to book a party for any reason. Whether it be you have someone interested in a particular area of town, or you are looking to get those extra points on your tracking sheet. This section gives you a place you can go and find contacts that may be willing to book a party with you – simply call them and ask!

### Follow-Up

You should make it a goal to follow up on all new names added to this list within five days in an attempt to get a date for their party. This is the best window of opportunity. If you were not able to do it in person at the last party, invite them to host a party while they are still excited.

You should also make it a goal to reach out regularly, possibly monthly, to everyone on the Future Hostesses List. Ask them if there is a date or even a specific time of year (i.e. Mother’s Day, prom, or Christmas) that you can put on your calendar for a future party.

### Be Respectful

In this process, make sure you are respectful of their time. Calling too often can be bothersome to them, and ineffective for you. Make sure that each call is upbeat, professional, and personal. Be interested in their lives, and respectful of their decisions. If at any time a person expresses a desire to not be called, or shows resentment or frustration on the call, let them know they can contact you if things change, and then cross them off the list immediately.

Section 4 MASTER HOSTESS LIST

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ DATE ADDED: \_\_\_\_\_  FOLLOWED UP WITHIN 5 DAYS

ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

NOTES \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ DATE ADDED: \_\_\_\_\_  FOLLOWED UP WITHIN 5 DAYS

ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

NOTES \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ DATE ADDED: \_\_\_\_\_  FOLLOWED UP WITHIN 5 DAYS

ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

NOTES \_\_\_\_\_

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\_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_ DATE ADDED: \_\_\_\_\_  FOLLOWED UP WITHIN 5 DAYS

ADDRESS \_\_\_\_\_ EMAIL \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

NOTES \_\_\_\_\_

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