

NEW CLIENT CHECKLIST



WAIVER

Please read all terms and conditions. Waiver must be filled out before first official meeting. Appointments can be canceled if waiver is not signed 24 hours prior to first meeting



Review MY SUPPORT Pamphlet

The MY SUPPORT pamphlet will explain in detail what we provide to you as our client and what we need from you to make this business relationship successful.



MY LIST

Take 20-30 minutes to try to pinpoint issues in your business you feel are failing or creating problems. Get detailed.



BUDGET

Give yourself a budget for how much support you may need.



TIME

Take 20 minutes out of your day to sit and breath or take a walk.



INVOICE

Please review our invoice



GOALS

Create a set of goals for your business. This could be cash flow, positive customer feedback, cleaning, turn key or anything you would like to aim for.



GOALS

This is a goal list for yourself. This is personal self care like walking three times a week or starting a new hobby.