

# 2023 . JUNE

MON	TUE	WED	THU	FRI
			<p>1 HAPPY JUNE! PULL OUT AND EDIT YOUR TOP 30 LIST. IS THERE ROOM TO ADD NEW PROSPECTS? ANYONE ON YOUR LIST WHO HAS SENT 1 DEAL IN THE LAST 2 MONTHS IS NO LONGER ON THIS LIST. DELETE/ADD NEW PROSPECTS IN AN EXCEL SHEET WITH EMAIL AND PHONE NUMBER READILY AVAILABLE.</p>	<p>2 TOP 5 FAQ WRITE OUT THE TOP 5 QUESTIONS YOU GET FROM REAL ESTATE AGENTS. WRITE OUT THE ANSWERS TO THESE QUESTIONS.</p>
<p>5 EVERY MONDAY IS TOP5 MONDAY THIS MONTH. POST ON SOCIAL MEDIA AND EMAIL OUT ONE OF YOUR REAL ESTATE AGENTS TITLE FAQ'S WITH THE ANSWER. YOU'LL DO THIS EVERY MONDAY THIS MONTH.</p>	<p>6 DO YOU HAVE A KID-FRIENDLY OFFICE? POST ON SOCIAL MEDIA HOW YOU ACCOMMODATE CLOSINGS WITH KIDS. PICTURES OF TOYS, COLORING BOOKS, SNACKS PROVIDED - BONUS IF A KID IS IN THE PHOTO OR VIDEO (WITH PARENTAL APPROVAL)</p>	<p>7 TAKE A LOOK AT THE TRANSACTIONS YOU'VE CLOSED SO FAR THIS YEAR. WHAT IS THE TOP NEIGHBORHOOD YOU'RE CLOSING IN? TAKE A FIELDTRIP TO THE NEIGHBORHOOD PARK OR ENTRANCE. TAKE A PHOTO OR VIDEO AND TALK ABOUT HOW MANY TRANSACTIONS IN THIS AREA YOU'VE CLOSED SO FAR!</p>	<p>8 THANK YOU THURSDAY WRITE OUT THANK YOU NOTES FOR ANY NEW CONTRACTS THAT HAVE COME IN THIS MONTH - IF YOU'VE BEEN REGULARLY DOING THIS EXERCISE, PICK UP WHERE YOU LEFT OFF LAST!</p>	<p>9 EVENT ON JULY 10TH - THIS IS A DAY TO SCHEDULE A KONA ICE SNOW CONE MACHINE/ ICE CREAM TRUCK TO COME TO YOUR OFFICE. YOU'LL SPEND THE NEXT FEW WEEKS ADVERTISING THIS EVENT. START WORKING OUT THE DETAILS. WHAT TIME? WHERE CAN THEY PARK? GET THE DETAILS IRONED OUT BY 6/14. CAN YOU MAKE IT A FUNDRAISER OR A CANNED FOOD DRIVE? GET CREATIVE. YOU HAVE A MONTH, BUT EVERY DAY TO MARKET COUNTS!</p>

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12 EVERY MONDAY IS TOP5 MONDAY THIS MONTH. POST ON SOCIAL MEDIA AND EMAIL OUT ONE OF YOUR REAL ESTATE AGENTS TITLE FAQ'S WITH THE ANSWER. YOU'LL DO THIS EVERY MONDAY THIS MONTH.	13 PROSPECT LIST TEXTS TEXT 10 PEOPLE ON YOUR PROSPECT LIST ASKING HOW THEIR SUMMER IS GOING AND IF THEY HAVE ANY TITLE NEEDS	14 ANNOUNCE YOUR SNOW CONE EVENT ON 7/10.SOCIAL MEDIA, PHONE, TEXT, EMAIL. MAKE SURE EVERYONE IN YOUR SPHERE KNOWS ABOUT IT. GO ON CANVA AND MAKE A CUTE ANNOUNCEMENT, CREATE A WAY TO RSVP - POST THE RSVP INFORMATION.	15 THANK YOU THURSDAY WRITE OUT A LIST OF 5 THINGS YOU ARE THANKFUL FOR AS AN OFFICE AND POST IT TO SOCIAL MEDIA	16 7/10 EVENT INVITES - SEND OUT A TEXT TO SAVE THE DATE WITH THE RSVP LINK. LET THEM KNOW IT'S A FUNDRAISER AND GIVE INFORMATION ON THE NONPROFIT YOU ARE FUNDRAISING FOR OR GIVE INSTRUCTIONS ON WHAT ITEMS YOU WANT DONATED.
19 12 EVERY MONDAY IS TOP5 MONDAY THIS MONTH. POST ON SOCIAL MEDIA AND EMAIL OUT ONE OF YOUR REAL ESTATE AGENTS TITLE FAQ'S WITH THE ANSWER. YOU'LL DO THIS EVERY MONDAY THIS MONTH.	20 PROSPECT LIST TEXTS TEXT 10 PEOPLE ON YOUR PROSPECT LIST ASKING HOW THEIR SUMMER IS GOING AND IF THEY HAVE ANY TITLE NEEDS	21SEND A TEXT TO 10 CLIENTS YOU KNOW WHO ARE GOAL MOTIVATED AND ASK IF THEY HAVE A WIN FOR YOU TO CELEBRATE FOR THEM!  TEXT: HI AGENT! I WAS JUST CHECKING IN TO SEE WHAT YOUR BIGGEST ACCOMPLISHMENT HAS BEEN THIS MONTH. I KNOW HOW HARD YOU WORK!	22 THANK YOU THURSDAY SEND A TEXT TO 3 PEOPLE IN YOUR LIFE YOU ARE THANKFUL FOR TODAY	23 7/10 EVENT INVITES - TIME TO START EMAILING! LET THEM KNOW IT'S A FUNDRAISER AND GIVE INFORMATION ON THE NONPROFIT YOU ARE FUNDRAISING FOR OR GIVE INSTRUCTIONS ON WHAT ITEMS YOU WANT DONATED.
26 12 EVERY MONDAY IS TOP5 MONDAY THIS MONTH. POST ON SOCIAL MEDIA AND EMAIL OUT ONE OF YOUR REAL ESTATE AGENTS TITLE FAQ'S WITH THE ANSWER. YOU'LL DO THIS EVERY MONDAY THIS MONTH.	27 PROSPECT LIST TEXTS TEXT 10 PEOPLE ON YOUR PROSPECT LIST ASKING HOW THEIR SUMMER IS GOING AND IF THEY HAVE ANY TITLE NEEDS	28 SEND A TEXT TO 10 CLIENTS WHO LIKELY HAVE 4TH OF JULY PLANS. ASK IF THEY HAVE ANY TITLE NEEDS/QUESTIONS, IF THEY HAVE PLANS FOR THE 4TH, IF THEY'LL NEED ANYTHING BEFORE THEY LEAVE	29 OH MY GOSH IT'S THE END OF THE MONTH ! TIME TO ORDER LUNCH FOR THE TEAM FOR TOMORROW. WHEN THE LUNCHES ARRIVE - WRITE A QUICK NOTE IN EACH ORDER THAT SAYS WHY YOU ARE THANKFUL FOR YOUR COWORKER.	30 AND THE GOAL FOR THIS DAY....SURVIVE. GOOD LUCK WITH YOUR CLOSINGS!!