

# Things To Do

1. Tag your jewelry.
2. Get those home shows booked on your calendar!!!! You can earn your money back in 8-10 shows, so try to get 6 - 9 shows on your calendar ASAP! *Hold these shows in 45 days from your Training Show and win jewelry.*
3. Order a stamp with your name, address, phone #, and jeweler# for order forms.
4. Open a separate checking account for your Premier business.
5. Sign up with Propay (credit card processing company) through the Premier website. Think about purchasing Premier's Tax Book from the Serve-Us-Store so you can take advantage of all your business deductions and report your income/expenses properly on your tax return.
6. I can help you with any questions/forms/instructions you have regarding taxes. Start keeping track of your mileage now.
7. Have a baggie with customer order forms and guest surveys and several Hostess order forms.
8. Have a baggie of pens to let customers use to write.
9. Read your Training Manual - it has *everything* you need to know about your Premier business!
10. Listen to and watch the tapes that come in your kit - awesome info.
11. Things to purchase (after you hold several shows): more catalogs, name stamp for catalogs and order forms, giveaway gifts for drawing/booking activity (tennis bracelets, lipstick holders, scarves, key chains, pens, sleeve bands, jewelry pouches, see wholesale sheet and Premier's serve us center), manila envelopes for hostess packets (or the hostess packet folders from the Serve-Us-Store).
12. Buy fabric for the jewelry display table that is a rich solid color that is machine washable (3.5 yards, 60" wide), gather from your house - bowls, Pringles cans, shirt boxes for props under your cloth, 2 clip boards, and roll of tickets.
13. Make more Hostess Packets to replenish the ones given away.
14. Buy 2 hand mirrors from the \$1.00 store to set on your jewelry table display for the guests to see how drop dead gorgeous they look!
15. Don't be afraid to ask questions!!! We are here to help. We are going to work together to ensure your business is a success!

## Hostess Packet Checklist

1. For My Special Hostess - Tic-Tac-Toe Game - Front side (See Master) (Optional)
2. Tale of 2 Hostesses - Back side (See Master) (Optional)
3. Catalogs (1 or 2) - Put name and # on back
4. Invitations (40)
5. Customer order forms (5) with your label or info on the pink sheet of the form.
6. Opportunity brochure (Optional)
7. Get Out Of Debt Brochure (Optional)
8. Stay At Home Mom Brochure (Optional)
9. Sales Tax % Chart