



MK ROCKS Party Coaching-Tracking Sheet



Hostess Information

Hostess Name: _____

Address: _____

Phone: _____

Class Location: _____

Thank You: _____

PRE-CLASS INFORMATION

YOUR Consultant: _____

Class Date: _____

_____ Gave Hostess a Packet

_____ Received Guest List

_____ Invitations Sent

_____ Guests Confirmed

_____ Gave Director Prize Voucher

CONFIRMING THE GUESTS: "Hi _____ this is _____. I am the Mary Kay Consultant holding the MK ROCKS Party for _____ on _____, do you have a quick minute? Great! I am putting together a special "goodie bag" for each guest who is planning on attending the class...will you be able to make it by (time)? Well _____ I am excited to meet you in person, _____ has told me so many wonderful things about you! Before I run, let me ask you a couple of quick questions about your skin! Do you have any special needs you want to address? What are you most looking forward to trying at the MK ROCKS Party? Well, I will have a special seat for you and your personalized goodie bag. Looking forward to seeing you then! Don't forget, when you bring a guest you will also receive an additional Thank you gift from me and we must have 15 guests to be able to give away the Jewelry to _____ and a ring for a guest too."

After speaking with the guests, call your hostess to let her know how excited her guests are!! What's in a goodie bag: Candies, special samples she might need from the conversation you had with her.

GUEST LIST-Name	Phone Number	Address	Pre-Profiled/ Special Need	Invitation Sent
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Don't Forget!!!

Turn in your MK ROCKS Ring Voucher and Party Brochures with the "What do you think" forms completely filled out to your Director so she may award your Hostess and guest winners their Rings!