## 3 steps to effective Party Planning



# Party planning with your host is key to having a successful Party, preventing re-arrangements and building your party sales.

#### **Initial Party Planning**

- ✓ Confirm Party date, time and address.
- Ask the Host about the Guests interests, ages etc. This will help you plan your party theme.
- ✓ Establish the Host Gift goal.
- Tell the Host to invite at least 10 Guests, (phone & Brochures).
- Ask the Host to get orders in advance from those who can't attend.
- Encourage her to ask Guests, ahead of the Party, to date their own Party.
- Explain the payment procedures: Payment with order, cheque, cash, credit cards.
- Set up the delivery date.
- Schedule your next follow-up call.
- Share the Tupperware Opportunity.
- Immediately mail a thank-you note to the Host along with the Brochures.

### Follow-Up Calls (weekly + 2 days before + day of the Party)

- On your scheduled day, call to confirm:
  - number of Guests
  - arrival time
  - new announcements
  - invite to Sales Meeting
  - advance orders
  - payment procedures
  - potential future hosts

#### **Post Party**

- Delivery day call ahead
- ✓ Thank-you note
- ✓ Share the Tupperware Opportunity, again

