

# MONDAY MORNING AGENDA

Name \_\_\_\_\_

Week of \_\_\_\_\_

## FOCUS ON ACCOMPLISHMENTS AND GOALS

- Read Mastery
- Review Business Plan
- Review Yearly Goals
- Review Monthly Goals
- Review Weekly Goals
- Review Notes from last Monday Morning Meeting with self

## WEEK IN REVIEW AND PLAN FOR COMING WEEK

**1. Last week did I run my business like a business?**

How? \_\_\_\_\_  
\_\_\_\_\_

How Not? \_\_\_\_\_  
\_\_\_\_\_

**2. How can I improve this week?**

\_\_\_\_\_  
\_\_\_\_\_

**3. My AHAs for this week...**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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## 4. Who did I have a “Real Estate Review” with last week?

Name \_\_\_\_\_ Mailed  In Person

Highlights \_\_\_\_\_  
\_\_\_\_\_

Name \_\_\_\_\_ Mailed  In Person

Highlights \_\_\_\_\_  
\_\_\_\_\_

## 5. Who is scheduled for a “Real Estate Review” this week?

Listing appointments do not count.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Price Range \_\_\_\_\_

Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Price Range \_\_\_\_\_

Style/SqFt \_\_\_\_\_

## 6. How were my lunches last week?

Could have been coffee, breakfast, lunch or dinner. 1-2 couples max.

Name \_\_\_\_\_

Highlights \_\_\_\_\_

Name \_\_\_\_\_

Highlights \_\_\_\_\_

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**7. Who is scheduled for breakfast/lunch/coffee this week?**

Birthdays, wedding anniversaries, and anniversaries of home purchases are all great reasons for lunch.

Name \_\_\_\_\_ Phone \_\_\_\_\_

Company \_\_\_\_\_ Reason \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Company \_\_\_\_\_ Reason \_\_\_\_\_

Address \_\_\_\_\_

**8. Did I make my 50 F.O.R.D. contacts last week? Yes  No**

How many did I make? \_\_\_\_\_

**9. How many new contacts did I add to my database last week? \_\_\_\_\_**

Did I start them on an 8x8? \_\_\_\_\_ Yes  No

**10. Did I write at least 10 personal notes last week? Yes  No**

Who am I planning to write notes to this week?

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_

Name \_\_\_\_\_ Reason \_\_\_\_\_



# MONDAY MORNING AGENDA

## 11. Who is a new potential seller from last week?

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

*Monday Morning Agenda (pages 58-62) courtesy of Nate Buie and Garrett Frey.*

# MONDAY MORNING AGENDA

## 12. Who is a new potential buyer from last week?

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Price Range \_\_\_\_\_ Address \_\_\_\_\_

Source \_\_\_\_\_ Style/SqFt \_\_\_\_\_



# MONDAY MORNING AGENDA

13. How many offers did I write last week? \_\_\_\_\_

14. How many contracts did I get mutual acceptance on last week? \_\_\_\_\_

15. How many deals closed last week? \_\_\_\_\_

16. How many new listings did I take last week? \_\_\_\_\_

17. Did I call every seller under contract last week? Yes  No   
In escrow or pending.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

5. \_\_\_\_\_ 6. \_\_\_\_\_

7. \_\_\_\_\_ 8. \_\_\_\_\_

9. \_\_\_\_\_ 10. \_\_\_\_\_

18. Did I call every buyer under contract last week? Yes  No   
In escrow or pending.

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

5. \_\_\_\_\_ 6. \_\_\_\_\_

7. \_\_\_\_\_ 8. \_\_\_\_\_

9. \_\_\_\_\_ 10. \_\_\_\_\_

