## **GROUP 4**

## #7, 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
23	24	<ul> <li>FB post, Email and Text- Contest announcement- if you do one</li> </ul>	26 • <u>Text #1</u> – catalog delivery follow up for mailed cata- logs	27	28	29
	• Deliver #7 Catalogs	• Deliver #7 Catalogs	Deliver #7 Catalogs	Deliver #7 Catalogs	• Deliver #7 Catalogs	
30	1—July • NET 10 money due	2	3	4 Office and warehouse closed	5 Office and warehouse closed	6
7	8	9	10	11	12	13
	<ul> <li>FB Post -</li> <li>RSM FB LIVE—1 PM</li> <li>#1 Email</li> <li>Address Update Deadline for #9, 2024 Catalog Mailings</li> <li>Update email from office</li> <li>Call customers for 15-30 min</li> </ul>	• FB Post - • Call customers for 15-30 min	<ul> <li>FB Post -</li> <li><u>Text #2</u> – Don't miss out</li> <li>Call customers for 15-30 min.</li> </ul>	<ul> <li>FB Post-</li> <li>Contact customers by text, email, &amp; phone before the weekend</li> <li>Call customers for 15-30 min</li> </ul>	<ul> <li>FB Post-</li> <li><u>#2 Email</u></li> <li>Call customers for 15-30 min</li> </ul>	• FB Post-
14	<ul> <li>15</li> <li>Order Day!</li> <li>FB Post-</li> <li>Text #3- Orders in by midnight!</li> <li>Finish calling all customers</li> </ul>	<ul> <li>16</li> <li>FB Post— Thank you for ordering / Announce contest winners— if you do one</li> <li>Catalog #8 prices active</li> <li>Apply for Reach App reimbursement on dashboard hotlink</li> </ul>	<ul> <li>17</li> <li>Check Email / text for Delivery Schedule</li> </ul>	<ul> <li>18</li> <li>Text / Email / FB post about your order pickup/ delivery times</li> </ul>	<ul> <li>19</li> <li>Flex Friday with Josh—11 AM</li> <li>Order Payments Processed</li> <li>Check Declined Orders after 5pm!</li> </ul>	20
21	<ul> <li>22</li> <li>Commission available</li> <li>Print Invoices</li> <li>Delivery- Group 4</li> </ul>	• Delivery- Group 4	• Delivery- Group 4	• Delivery- Group 4	<ul> <li>26</li> <li>Contact Office within 48 hours with any delivery issues</li> <li>Delivery- Group 4</li> </ul>	27