

# GROUP 1

# #9, 2024

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
4	5 <ul style="list-style-type: none"> <li>• Address Update Deadline for #10, 2024 Catalog Mailings</li> <li>• NET 10 money due</li> <li>• Deliver #9 Catalogs</li> </ul>	6 <ul style="list-style-type: none"> <li>• <b>FB post, Email and Text-</b> Contest announcement- if you do one</li> <li>• Deliver #9 Catalogs</li> </ul>	7 <ul style="list-style-type: none"> <li>• <b>Text-</b> catalog delivery follow up for mailed catalogs</li> <li>• Deliver #9 Catalogs</li> </ul>	8 <ul style="list-style-type: none"> <li>• Deliver #9 Catalogs</li> </ul>	9 <ul style="list-style-type: none"> <li>• Deliver #9 Catalogs</li> </ul>	10
11	12 <ul style="list-style-type: none"> <li>• <b>FB Post -</b></li> <li>• <b>#1 Email</b></li> <li>• RSM FB LIVE—1 PM</li> <li>• Update email from office.</li> <li>• Call customers for 15-30 min</li> </ul>	13 <ul style="list-style-type: none"> <li>• <b>FB Post -</b></li> <li>• Catalog #9 prices active</li> <li>• Call customers for 15-30 min</li> </ul>	14 <ul style="list-style-type: none"> <li>• <b>FB Post -</b></li> <li>• <b>Text #1-</b> Don't miss out</li> <li>• Call customers for 15-30 min</li> </ul>	15 <ul style="list-style-type: none"> <li>• <b>FB Post-</b></li> <li>• Contact customers by text, email, &amp; phone before the weekend</li> <li>• Call customers for 15-30 min</li> </ul>	16 <ul style="list-style-type: none"> <li>• <b>FB Post-</b></li> <li>• <b>#2 Email</b></li> <li>• Flex Friday with Josh—11 AM</li> <li>• Call customers for 15-30 min</li> </ul>	17 <ul style="list-style-type: none"> <li>• <b>FB Post-</b></li> </ul>
18	19 <ul style="list-style-type: none"> <li>• <b>Order Day!</b></li> <li>• <b>FB Post-</b></li> <li>• <b>Text #2-</b> Orders in by midnight!</li> <li>• Finish calling all customers</li> </ul>	20 <ul style="list-style-type: none"> <li>• <b>FB Post-</b> Thank you for ordering / Announce contest winners- if you did one</li> <li>• Apply for Reach App reimbursement on dashboard hotlink.</li> </ul>	21 <ul style="list-style-type: none"> <li>• Check Email / text for Delivery Schedule</li> </ul>	22	23 <ul style="list-style-type: none"> <li>• Order Payments Processed</li> <li>• Check Declined Orders after 5pm!</li> </ul>	24
25	26 <ul style="list-style-type: none"> <li>• Commission available</li> <li>• Print Invoices</li> <li>• Delivery- Group 1</li> </ul>	27 <ul style="list-style-type: none"> <li>• Delivery- Group 1</li> </ul>	28 <ul style="list-style-type: none"> <li>• Delivery- Group 1</li> </ul>	29 <ul style="list-style-type: none"> <li>• Delivery- Group 1</li> </ul>	30 <ul style="list-style-type: none"> <li>• Contact Office within 48 hours with any delivery issues</li> <li>• Delivery- Group 1</li> </ul>	31
1—September	2 <p style="text-align: center;"><b>happy LABOR day</b></p> <p style="text-align: center;"><b>Office and warehouse closed</b></p>	3 <ul style="list-style-type: none"> <li>• <b>FB post, Email and Text-</b> Contest announcement- if you do one</li> <li>• Address Update Deadline for #11, 2024 Catalog Mailings</li> <li>• Deliver #10 Catalogs</li> </ul>	4 <ul style="list-style-type: none"> <li>• <b>Text-</b> catalog delivery follow up for mailed catalogs</li> <li>• Deliver #10 Catalogs</li> </ul>	5 <ul style="list-style-type: none"> <li>• Deliver #10 Catalogs</li> </ul>	6 <ul style="list-style-type: none"> <li>• Deliver #10 Catalogs</li> </ul>	7