| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 11 | 12 <br> - RSM FB LIVE-1 PM <br> - Deliver \#9 Catalogs | 13 <br> - FB post, Email and TextContest announcement- if you do one <br> - Catalog \#9 prices active <br> - Deliver \#9 Catalogs | 14 <br> - Text- catalog delivery follow up for mailed catalogs <br> - Deliver \#9 Catalogs | 15 <br> - Deliver \#9 Catalogs | 16 <br> - Flex Friday with Josh—11 AM <br> - Deliver \#9 Catalogs | 17 |
| 18 | 19 <br> - FB Post - <br> - \#1 Email <br> - Update email from office. <br> - Call customers for 15-30 min | $\mid 20$ <br> - FB Post - <br> - Call customers for 15-30 min | 21 <br> - FB Post - <br> - Text \#1- Don't miss out <br> - Call customers for 15-30 min | 22 <br> - FB Post- <br> - Contact customers by text, email, \& phone before the weekend <br> - Call customers for 15-30 min | 23 <br> - FB Post- <br> - \#2 Email <br> - Call customers for 15-30 min | $24$ <br> - FB Post- |
| 25 | 26 <br> - Order Day! <br> - Signup for Pickup by 10 am! <br> - FB Post- <br> - Text \#2- Orders in by midnight! <br> - Finish calling all customers | 27 <br> - FB Post - Thank you for ordering/ Contest win-ners-if you do one <br> - Order Payments Processed <br> - Check Declined Orders after 5pm! | 28 <br> - Print Invoices <br> - Apply for Reach App reimbursement on dashboard hotlink. <br> - Local Pickup | $29$ <br> - Local Pickup | 30 <br> - Contact Office within 48 hours with any pickup issues <br> - Local Pickup | 31 |
| $1-$ <br> September | - 단 <br>  ( <br> Office and warehouse closed | 3 <br> - Commission available <br> - Address Update Deadline for \#11, 2024 Catalog Mailings | 4 | 5 | 6 | 7 |
| 8 | 9 <br> - Net 10 money due <br> - RSM FB LIVE - 1PM <br> - Deliver \#10 Catalogs | 10 <br> - FB post, Email and TextContest announcement- if you do one <br> - Catalog \#10 prices active <br> - Deliver \#10 Catalogs | 11 <br> - Text- catalog delivery follow up for mailed catalogs <br> - Deliver \#10 Catalogs | $12$ <br> - Deliver \#10 Catalogs | 13 <br> - Flex Friday with Josh-11 AM <br> - Deliver \#10 Catalogs | 14 |

