

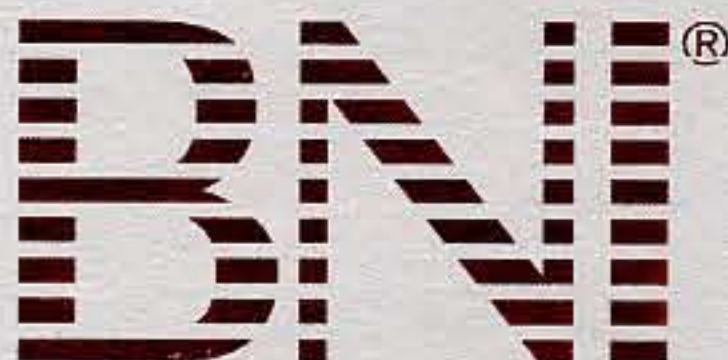
One-to-One Dance Card Planner

Get to Know Your Members and Increase Your Referrals

Use this One-to-One Dance Card Planner to plan and conduct your One-to-One Dance Card meetings. Keep original copies of your worksheets, ready to fax or email to the person you will meet with next. The worksheets you can use include the Member Biography Sheet, Contact Sphere Planning Worksheet, GAINS Worksheet and Last 10 Customers Worksheet.

(909) 608-7575
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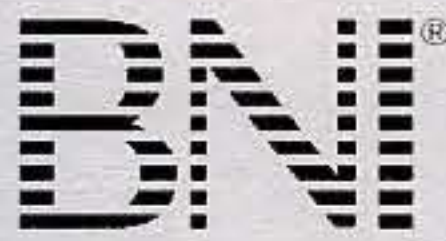
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One-to-One Dance Card Planner

It's as simple as scheduling one meeting
a week with one of your BNI members!

1. Set Time and Date

~Your office or theirs (preferred)
~ Restaurant or Coffee Shop
Pick a time to meet! It is better if you meet at your dance partner's office because you can learn more about their business.

2. Prepare Your Worksheets

- Biography Sheet
- GAINS Worksheet
- Last 10 Customers Worksheet
- Contact Sphere Planning Sheet

Take the time to prepare your Dance Card Worksheets. The worksheets will help you share important information with your dance partner about your business and how to find referrals for you.

3. Exchange Information Before the Meeting

Fax or email your four worksheets to your dance partner before your meeting. If you are meeting with many members of your chapter, keep the originals handy, and fax or email them to the next person on your list a week ahead of time.

4. Bring Worksheets to One-to-One

Bring the same materials to your one-to-one meeting that you faxed or emailed earlier. You can also bring other materials that will help you help each other. For example, you can bring testimonials from your customers or your rolodex to share if appropriate.

5. Meet with Your Dance Partner

Meet with your dance partner and learn as much as possible about how to find referrals for them. Use the worksheets as a way to get started.

6. Commit and Agree on Goals

- One short-term referral
- One long-term referral
- Invite prospects from your dance partner's "Contact Sphere Top 3"
- Meet again

Make a commitment to help your dance partner with referrals, both short-term and long-term. At the same time, invite prospective BNI members from their "Top 3" list to help them build their network through BNI and their Contact Sphere. If you met at someone's office, plan to meet at the other person's office next time.

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