

# Getting the Appointment

**Step 1:**

**My Prospect** \_\_\_\_\_

*How do I know this prospect belongs on my top 10 target list?*

---

---

---

---

*Where can I get some additional information on this prospect?*

---

---

---

---

**Step 2:**

**My Knowledge**

*What specific knowledge do I need to gain that would result in this top prospect being interested in meeting with me?*

---

---

---

---

*What resources do I have that will get me noticed by this prospect?*

---

---

---

---

**Step 3:**

**My Preparation**

*What do I need to do to prepare for a meeting with this prospect?*

---

---

---

---

*Which skill(s) do I need to improve or practice?*

---

---

---

---

---

**Step 4:**  
**My Action Plan**

*What specific activity, action, or event am I going to use with this prospect?*

---

---

---

---

---

*Is there someone that can help me execute this plan?*

---

---

---

---

---