



## How to get started with Rich Enterprises

Once you have decided you want to hire Rich Enterprises to build your sales pipeline, there are a few steps to get your program started:

**Complete the new client questionnaire.** This questionnaire gives us detailed information about your services / products, key selling points, target market, your sales goals, etc. Our questionnaire allows us to determine the best approach for your account. We utilize this information to complete step two. Our bottom line is to make your program a success and our questionnaire is the first step in that process.

**Scripting and training package.** Once you have completed the new client questionnaire and provided your current marketing collateral, our staff will formulate the approach. We will e-mail the proposed training and scripting package to you for your review and feedback. The package will include the details for your program and forms a strong foundation for your program. It will include information regarding the target market, pro-gram goals, qualifying questions, e-mail text for your prospects, and objections that may be encountered.

**Scripting feedback.** We ask that the that client review the scripting package to determine if the proposed approach will fit your needs.

**Database preparations and contact list.** We will set aside time with you to determine our first calling list. Contact list can be based upon geographical factors (city, county, metro, state or zip code), SIC codes (type of business), and number of employees. You can certainly provide the list to us or we will gladly use our sources to provide the contact list.

**Contract.** The contract between your business and Rich Enterprises will need to be signed and faxed or mailed to our office.

**Payment.** Once payment and contract are received, work on the account will begin.

**Ongoing reports and feedback.** You will receive reports for each day that we work your account. We request that you review the reports (all calls report and lead/appointment reports) often and provide feedback (positive or negative) so that we can continue to adapt our service to better fit your needs.

