# CTFO'S BUSINES CHECKLIST



### FIRST 24 - 48 HOURS

- Place your first order and take advantage of our Discounted PACKS
- Setup your SmartShip Order and immediately save 10% leading to 20% after your second SmartShip is processed
- Write down your website name and Associate ID# so you will have it on hand
- Keep the CTFO Customer Service and your Enroller's contact info at hand
- Make sure your CTFO replicated website is setup and ready to share
- Join CTFO Associate Community group in Facebook
- Explore the Back Office and become familiar with the resources available. Review Online Library in the Resources link
- Download your Building Your Foundation Training
- Determine your Why and write it down
- Decide which specific days and hours you will work your CTFO business
- Make a List of people you want to contact first/Warm Market (friends,family,etc.)

### NOTES

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# FIRST WEEK

- Review our Global Prosperity Plan. Focus on the First 30 Bonus,
  Rapid Rank Bonus and Customer Acquisition Bonus (CAB)
- Learn about the products in the CTFO Videos/Product Info section and what makes them
- unique. Be a product of your product
- See "How To Do An Unboxing" video document in your Back Office, under Resources/Online Library
- Contact your enroller and review your Why, Schedule and List.
  Review next steps
- Use the video recommended by your upline as a tool to introduce your prospects to CTFO
- Review CTFO's Landing Pages in the Back Office Home Page/MY CTFO WEBSITES.
- Start inviting people to review the CTFO Business Opportunity
  Video or Favorite Product Video
- Set a goal, work with your Enroller, on what Rank level you want to reach in the first three months of your business
- Continue adding contacts to your list of names

# FIRST MONTH

- Keep hosting launch events (Online or In person)
- As soon as you get your first commission activate your PayQuicker account
- Become familiar with the CTFO Policies and Procedures
- Continue to add names to your List and Follow-up

## FIRST 30-60 DAYS

- Achieve 2k and 5k Rapid Rank Bonus
- Hold 1 to 2 In Person Presentations
- Share the business and the products
- Personally enroll Customers or Associates and take advantage of our CAB

