

QUICK START CHECKLIST

(COMPLETE CHECKLIST AND RECEIVE CERTIFICATE OF COMPLETION)

- 1. Schedule Grand Opening
- 2. Complete Domain Name Process with ipower.com (Optional)
- 3. Complete RTA Application & Agreement for Identification
- 4. Order Business Cards or Make Your Own Business Cards
- 5. Sign Up w/Team Unity (www.awellearth.net)
- 6. Complete List of 100 Names (give to your sponsor)
- 7. Define Goals
- 8. Complete Phone Training (Corporate)
- 9. Attend Super Saturday Training
- 10. Conduct Grand Opening / Travel Party
- 11. Personally Sponsor 3 RTAs
- 12. Attend RTA Certification Training & Invite A Friend

(UPON COMPLETION TURN IN TO YOUR SPONSOR AND RECEIVE YOUR CERTIFICATE OF COMPLETION)

CONGRATULATIONS! ON COMPLETING YOUR QUICK-START CERTIFICATION!

RTA Name:

Sponsor Name:

Print: _____ Print: _____

Sign: _____ Sign: _____

ORDER BUSINESS CARDS

It is very important that you order your business cards soon after enrolling as an RTA. Business cards show that you are serious about your new venture. Business cards are a great tool for sending people to your YTB website where they will book vacations and travel.

Your cards can be used in the course of marketing your business to others who might be interested in building a team of RTAs.

Having business cards is one way to “Prove Intent to Make a Profit,” an IRS requirement to take tax deductions on your travel business.

You can always make temporary Business Cards for your immediate use.

Ordering your own business cards is a simple process.

Go to your Back Office and click on “Resources” and then “Business Cards”. Choose your card and fill out the form. Be very careful when filling out the form. Please double check it after you have filled it out. What you order is what they will send.

We strongly recommend that you include the following information on your business cards:

Name

Telephone #

Website Address

E-mail address

- You **CANNOT**: make income claims (ex., Earn \$5,000 per week)
- make discount travel claims (ex., save up to 80% when you travel)
- use YTB logos or name (except when you purchase the business cards from the Back Office of your YTB website)

Once you receive your business cards, you will need to review them to ensure the information is correct.

Set a goal for yourself to pass out so many cards each week. (ex. 20). Consider the following ways of passing along your business card:

- when standing in line at a store, fast food restaurant, etc.
- to your waiter/waitress, host/hostess,
- to the person next to you on the bus/train,
- to people you come across at the airport,
- include it in the envelop when paying your bills,
- staple or tape it to your Success Magazine.

CONTACT INFORMATION

Return via e-mail to travelution@gknot.net or FAX 1-866-519-5301

Name _____

Street Address _____

City ST ZIP Code _____

Home Phone _____

Cell Phone _____

E-Mail Address _____

Web Site Name _____

Birthday _____

(Month & Day only)

Name of Sponsor _____

Name of Your Power Team Leader _____

Keep current on our events, visit our team calendar at <http://www.awellearthtravel.com>

If you would like to have an event posted to our team calendar or have any questions regarding the calendar, please contact: travelution@gknot.net

IMPORTANT NUMBERS

When You Need Assistance

SPONSOR: _____ Telephone #: _____

YOUR ORGANIZATION LEADERS

Power Team Leader: _____ Telephone # _____

Director: _____ Telephone # _____

YTB – CORPORATE OFFICE (*Travel & Marketing/Earnings Questions*)

YourTravelBiz.Com
1901 East Edwardsville Road
Wood River, IL 62095
(800) 243-4450

Other Numbers

SIZZLE CALL:

(512) 505-6870 female presenter
or
(212) 990-6138 male presenter

YTB CONFERENCE CALLS: (641) 793-7505/ PIN 601340#

PROSPECT CONTACT LIST

We know that you can't wait to tell family, friends, acquaintances and even total strangers about this wonderful program!

The first thing you need to do is make a list of 100 people that you know. Who do you know from work, school, church, neighbor, your child's activities, etc.? Who do you know that is an accountant, teacher, homemaker, retiree, etc.? Don't forget, people you do not know, but come into contact with (e.g., sales people, postman). Everyone on this list may or may not be contacted, but it is important to get the names from your head onto paper.

THIS IS AN IMPORTANT STEP TO EARNING \$\$\$ FAST

Begin your list NOW. If your list is less than 100 people, keep going! Use the memory jogger to help compose your list beyond the first people that come to mind. Experts say that the average person knows 1,000 people. That doesn't mean close friends, obviously, but it does take into consideration all of the people you know from daily life. Write down every single person's name that you can think of. Do not pick and choose. Keep the list with you because additional people will come to mind.

Who's dissatisfied, Who's their own boss High energy people
Money Motivated Who are your friends Needs extra money
Who's Out of Work Went to school with Works part time jobs
Family members Gave a business card
Who works nights
Who is laid off, Who wants freedom, Who needs more time
Who's in MLM Who is successful, Who is a social worker
Who has lots of time Who's your dentist Who looks up to you
Who's your doctor Works with kids Who's your boss
Reads self-help books Who you look up to Who is self-motivated
Your parents' friends Who cuts your hair Works in restaurants
Who does your taxes Who teaches On your wedding list
Works in your bank, Who likes to dance, Who you like the least
Who is in sales Who wants a vacation
Who is disabled
Who needs a new car, Who attends church Wants a promotion
Your neighbors Repairs your house Who sold you your car
Likes to help people Works w/ fundraisers Who likes team sports
Who your friends know, Who will help you Works on computers
Who watches TV often Likes to buy things You met on a plane
Who likes the internet Calls you at home Who have you helped
Who delivers your mail Who recycles Who builds websites
Works at the grocery Needs a web site Got a new computer
Owns a small business, Likes to talk on phone
Who likes to garden
Who is in college Bought a new home, Who you met at a party
Who has a boat Bought a new car Unhappy with income

When making your prospect list, here are six important things to remember:

1. Recruit Up;
2. Recruit people with a circle of influence;
3. Recruit self starters, go getters and leaders;
4. People who had success operating their own business;
5. People who are leaders in their church congregation; and
6. People with experience in network marketing.

Use your yearbook, rolodex, business cards, etc. To double your list: For each name on your list, ask yourself, who do we both know, that's not already on the list? Once you have made your list, it is import to grade/classify your warm market (people you know) to help determine a strategy. Grade people on your list as follows:

Grade Description

- 6** If you were *stranded with a flat tire at 2:00 am*, whom could you call?
- 5** Who has a *large sphere of influence*?
- 4** Who is a *people person*?
- 3** Who is *business/entrepreneurial minded*?
- 2** Who *loves to travel*?
- 1** Who is *sick and tired of their current* circumstances?

Once you have given everyone on the list a grade, rank them top to bottom. For example:

Contact Name Grade Total

Susan Smith **6, 4, 2 12**
 Karen Long **5, 4, 1 10**
 Robert Johnson **5, 3 8**
 Barbara Jackson **2 2**

The individuals ranked over 10 or were at least ranked with a 6 or 5 should be among the first people you contact, but understand that you will contact everyone on your list. **Contact 10 NEW prospects per week. Keep prospects "In Play" all the time until you can't move them to the next exposure.**

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START	NAME	TELEPHONE	TYPE
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START	NAME	TELEPHONE	TYPE
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Define Goals

Goals are important to your success in life and in business. If you have a desire to grow your YTB business, you'll most certainly need to set goals along the way! Write your goals out on paper & review them daily, wherever your focus is, because that is the direction you are headed. Setting Goals is very important. Here's why:

If you aim at nothing, guess what you will hit?

To make goals work, they must be specific and have a deadline. Make your goal S.M.A.R.T. and it will be a well-constructed goal. Here are the parts to a S.M.A.R.T. goal:

Specific
 Measurable
 Actionable
 Reward-driven
 Time-based

To get a return on your investment, consider the following goals for yourself:

SMART **M**EASURABLE **A**CTIONABLE **R**EWARDDRIVEN **T**IME-BASED

Goal 1: Complete my contact list within 2 day of joining YTB and invite guest to my Grand Opening to sign 3 RTAs to my team

Complete my list of people and invite guest to Grand Opening

Completed contact list

Use memory jogger and identify 100 people that I know

Sign up 3 RTAs and receive \$150.00

Complete list in 2 days from joining and conduct Grand Opening within 2 weeks of joining

Goal 2: Help my 3 RTAs get 3 and recruit 1 more RTA to start Power Team with 30 days from joining YTB

Help Sales Team get 3 RTAs

3 new RTAs to First Team

Use system to properly sponsor Sales Team

Receive 50% match Within 30 days from joining YTB

Goal 3: Add 5 RTAs to my Power Team to receive \$1,000 bonus

Earn \$1,000 Bonus

5 new RTAs to Power Team

Use system to properly sponsor Sales Team

Receive \$1,000 bonus Within 60 days from joining YTB

To accomplish the goals above, you must personally sign up a minimum of 3 reps directly to you.

After that you just need 3 more to form a team of 6. You can personally sign up all 6 or you can help your 3 each get one, it doesn't matter how you get the 6 just do it as quick as possible. Once you get your first team of 6 you only need to personally sign up 1 more person to move into your POWER TEAM. This is simply one of the fastest ways to get a return on your investment – but more importantly, once you have personally sponsored SIX, your monthly maintenance fee of \$49.95 is reimbursed to you each month!

Now your business will get EXCITING! You want to really focus on building your power team, because this is where the serious money comes into play. You must help everyone in your power team GET THREE and teach them how to help their people. It will still benefit you to help the people in your first team because you make a 50% match on their earnings. It is important to find out who your upline is because your first team is one of your upline's power team. Make contact with that person and make sure they are working with your first team so you can focus on your Power Team.

Of course there will be challenges in achieving goals. For example, you cannot control whether someone signs up as a rep or books travel on your site. It is always a good idea to set different types of goals. One way to set great big goals that are very exciting is to break it down into reasonable, measured goals that are achievable. It is great to have a goal "in 6 months I will have 100 people in my power team and receive the \$10,000.00 bonus plus all the other bonuses that equate to \$31,000.00!" However, you must break it down to focus on finding 3 people then a team of 6, then 1 more. Keep it Simple and teach others so you can duplicate your efforts and you will eventually reach your long term goals. Don't forget to consider setting goals like:

I will load 100 people into my ATM (make sure you know what the ATM is, ask your sponsor if you don't)

I will spend an hour going through my back office to become familiar with all the info available

I will expose my opportunity to 5 people per day or 20 people this week

I will invite 10 people to the weekly meeting.

Set a date to have a travel party and invite a minimum of 15 people.

These goals are specific, something you can control, something you can measure with a time frame in which to complete them and do not rely on someone else's effort, just yours. Your goals should be a stretch but also attainable. If you don't ever hit your goal, you will quit trying. If it is too easy, you will get bored and your business certainly won't grow as fast as it could. Think of where you want to be, who you want to become, how you want to live a year from now. To get there you must act now and focus on your goals. If you persevere and keep on keeping on, you will eventually accomplish what it is you want.

Remember, in order to change your circumstances, you will need to step out of your comfort zone. Make sure you **reward yourself** for every goal accomplished no matter how small or big! Try to continually raise this number until you reach your optimum level. This will drive your business. You will eventually equate a ratio to how many people sign up versus how many people you expose your business to. This in turn will tell you how many people you need to expose in order to get the number of people enrolling or booking Travel where you want it.

DETERMINE YOUR GOALS (WORKSHEET)

It is absolutely necessary that you determine your goals and write them down. Then, make sure to put it all around you so you are always reminded of what you are working toward.

Why are you doing this business?

When will you complete your First Team?

When will you earn your first Power Team Bonus?

When will you earn the Dream Bonus?

When will you become a YTB Director?

What income do you hope to achieve from both travel and marketing commissions?

1st Month: 6th Month: 1st Year:

How much time will you commit?

Daily: Weekly: Monthly:

How many exposures do you plan to make each week?

Make sure you know how to use the ATM. Simply add names and emails of people you know who would like to learn about your great Travel deals. The ATM system will automatically send out a Newsletter full of great travel deals and steals. You have just started a new business so spend some time learning how to get it up and running properly. It will not happen without effort on your part! Get very familiar with your YTB back office. To access your back office you must go to [www.ytbnet.com/\(your business name\)](http://www.ytbnet.com/(your business name)). and sign in where it says Member Login.