



One-on-One Prep Form

Clarity Is Power--Focus on the plan and not the problem--What you focus on expands

Name: _____ Day/Time: _____

Pipeline: #Buyers _____ #Sellers _____ **Business:** #Pending _____ #Listings _____ #Buyer Agency _____

A. Commitments completed since the last sessions:

B. Observations, wins, insights, ahas, and/or successes since our last session:

C. The one thing you would like to focus on during our upcoming session (THE ONE THING that would move you forward in your goals):

D. Commitments between now and the next session:

I know this exercise will add to the value of our one-on-one appointment. I would suggest that you keep a copy of this and send me a copy 24 hours prior to our meeting at the latest.