

**REALTY**  
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# **AGENT BUSINESS PLAN**

COMPLETED BY \_\_\_\_\_



# COMMITMENTS/VISION

**OVER THE NEXT 90  
DAYS, I'M  
COMMITTED TO**

**TOP 3 AREAS I  
NEED TO FOCUS ON**

**WHAT CHALLENGES  
WILL GET IN MY  
WAY**

# 90 DAY GOALS

**NUMBER OF CLOSED TRANSACTIONS** \_\_\_\_\_  
**MONEY EARNED** \_\_\_\_\_  
**NEW LISTINGS** \_\_\_\_\_  
**LISTING/BUYER APPOINTMENTS** \_\_\_\_ / \_\_\_\_  
**CONTACTS MADE** \_\_\_\_\_  
**HOURS PROSPECTING** \_\_\_\_\_  
**DAYS WORKED** \_\_\_\_\_

## 90 DAY ACTION PLAN

### DAILY

<b>Prospecting Time</b>	
<b>Contacts Needed</b>	
<b>Appointments Set</b>	
<b>Listings Taken</b>	

### WEEKLY

<b>Prospecting Time</b>	
<b>Contacts Needed</b>	
<b>Appointments Set</b>	
<b>Listings Taken</b>	

### MONTHLY

<b>Prospecting Time</b>	
<b>Contacts Needed</b>	
<b>Appointments Set</b>	
<b>Listings Taken</b>	

**Let's Put A Plan In Place To Build Your Business!**

# LEAD GENERATION PLAN

## What 3-5 Lead Sources Will I Focus On?

1.

2.

3.

4.

5.

## How will I contact these Lead sources to generate appointments?

1.

2.

3.

4.

5.

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# 90 DAY TRACKER

## Month 1

**Days Worked**

**Month  
Total**



**Days Prospected**

**Month  
Total**



**Contacts Made**

**Month  
Total**



**Listing/Buyer Appointments**

**Month  
Total**



**Listings Taken**

**Month  
Total**



**Closings**

**Month  
Total**



### TOTALS:

**Days Worked** \_\_\_\_\_

**Listing/Buyer Appointments** \_\_\_\_\_

**Days Prospected** \_\_\_\_\_

**Listings Taken** \_\_\_\_\_

**Contacts Made** \_\_\_\_\_

**Closings** \_\_\_\_\_

# 90 DAY TRACKER

**Month 2**

**Days Worked**

**Month  
Total**



**Days Prospected**

**Month  
Total**



**Contacts Made**

**Month  
Total**



**Listing/Buyer Appointments**

**Month  
Total**



**Listings Taken**

**Month  
Total**



**Closings**

**Month  
Total**



## TOTALS:

**Days Worked** \_\_\_\_\_

**Listing/Buyer Appointments** \_\_\_\_\_

**Days Prospected** \_\_\_\_\_

**Listings Taken** \_\_\_\_\_

**Contacts Made** \_\_\_\_\_

**Closings** \_\_\_\_\_

# 90 DAY TRACKER

Month 3

**Days Worked**

**Month  
Total**



**Days Prospected**

**Month  
Total**



**Contacts Made**

**Month  
Total**



**Listing/Buyer Appointments**

**Month  
Total**



**Listings Taken**

**Month  
Total**



**Closings**

**Month  
Total**



## TOTALS:

**Days Worked** \_\_\_\_\_

**Listing/Buyer Appointments** \_\_\_\_\_

**Days Prospected** \_\_\_\_\_

**Listings Taken** \_\_\_\_\_

**Contacts Made** \_\_\_\_\_

**Closings** \_\_\_\_\_

# 90 DAY REVIEW

**Goal**

**Actual**

**Number of Closed Transactions**

**Money Earned**

**New Listings**

**Listing Buyer Appointments**

**Contacts Made**

**Hours Prospecting**

**Days Worked**

**Did you Achieve Your 90 Day Goals?**



**YES**



**Not Quite**

**Why/Why Not? (What was your biggest challenge or success)**

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**What do you need to change in order to achieve your goals over the next 90 days? How can we help?**

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**What are your biggest learnings from the past 90 days?**

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