

Getting Started

This is really a lot easier than it may sound. I don't want to sound overly enthusiastic about how much money you can make. We've all seen too many commercials to believe anything like that. I will only say this. I started in sales almost 45 years ago and have always put myself in the position of the sales person in deciding what is worth doing or not. I will say this simply. If you will follow these instructions and spend an honest 10 hours in the actual sales process, you will see for yourself if this is worth pursuing or not. Don't count the set up time, travel, getting prepared, etc. be real and only count actual time spent on a phone or in front of a potential client.

You will need to purchase and carry with you:

1. A new 1" three ring binder - it will help if there is a sheet pocket on the inside.
2. A couple of page pockets for loose papers, packets and forms.
3. Enough plastic page protectors to cover the pages in your binder.
4. A good black or blue ink pen.
5. About \$8 to \$10 worth of printing done by a print shop.

You will need to print clean and sharp copies of the following documents in color. If you don't have a color printer, you can get a printing shop or copy store to go online and get the documents for you in Adobe Acrobat .pdf format. They can be found on the website at:

1. <http://website.ihlpro.com/clientcontract-form.pdf> - Printable Part 1 of the Client Contract
2. <http://website.ihlpro.com/clientcontract-graphics.pdf> - Printable Part 2 of the Client Contract
3. <http://website.ihlpro.com/icagreement.pdf> - Independent Contractor contract
4. <http://website.ihlpro.com/ickit.pdf> - Training, instructions and sales kit
5. <http://website.ihlpro.com/websitebrochure.pdf> - Brochure for use with clients

A copy or print store will have to print #1 above as a three page carbonless copy triplicate form. Make note of the differences on the Title line of each page.

You will need to send in the completed signed pages and copies of required items along with your first order or we can't pay you. That's the Federal Government regulations.

The ICKit will be your instructions, training, and sales kit. Use it. It will be much easier.

Have the print store print out a about a dozen of both #1, #2 and #5 above. #1 and #2 will be the client contract, receipt, and instructions. #5 will be left with the client to help them prepare for us to call them and get their website set up.

Once you've gotten the contract and check send them in ASAP. Get in the habit of using insured mail for safety. Remember, we can't pay you until we receive everything from you AND from the client. In fact, if a client wants to cancel we will refund their money up until we actually post their temporary website online. Until then we have to have their input or we can't proceed. And we can't pay you until we post the initial trial version of their website for their review.