

# Income-Producing Activities Weekly Tracking Sheet for Consultants

Name

Week of

**Do you want results from your Mary Kay business?**

More Money? Earn the use of a career car? Independent Sales Director?  
Then you'll want to concentrate on these income-producing activities on a weekly basis.

- A - 1 skin care class/collection preview (minimum \$100 retail / 3 faces)
- B - 2 facials or on-the-go appointments (minimum \$100 retail / 3 faces)
- C - 2 new bookings
- D - \$100 retail in customer service, Web site or brochure sales
- E - 1 marketing tape follow up with questionnaire completed
- F - 1 team-building interview with questionnaire completed
- G - 1 guest to a unit meeting - stay for marketing presentation
- H - 7 new names and numbers
- I - 1 new team member

**What's Your Goal:**

1. In the spaces below, type the letter of each activity as you complete it.
2. A variety of activities are suggested, but you'll want skin care classes / collection previews to be your first priority!
3. Submit this sheet along with your Weekly accomplishment Sheet and any other supporting material on a weekly basis.

**Are you a part time  
Beauty Consultant?**

*Complete any 5 activities  
or 1 per day*

1.	
2.	
3.	
4.	
5.	
<b>Part-Timers IPAs Done</b>	

**Are you a full-time  
Beauty Consultant?**

*Complete any 10 activities  
or 2 per day*

6.	
7.	
8.	
9.	
10.	
<b>Full-Timers IPAs Done</b>	

**Do you want to earn the  
use of a car or be a Sales  
Director?**

*Complete any 15 activities  
or 3 per day*

11.	
12.	
13.	
14.	
15.	
<b>Car / Sales Director IPAs Done</b>	

**Did your activities support your goal this week?**

*The idea for this form was provided by Independent National Sales Director Bett Vernon*