



# BNI SUTTON ONE TO ONE MEETING RECORD

*This worksheet is designed to get the most out of your one to one meetings. Taking notes and really listening to your partner will lead you to getting better quality referrals for your BNI members! Remember, Givers Gain!*

Chapter Member: \_\_\_\_\_ Date: \_\_\_\_\_

1. Tell me about your goals with your company:

---

---

2. What are your accomplishments with them?

---

---

3. What are your strengths with the company?

---

---

4. Describe three of your best clients:

---

---

5. Who are your contact sphere professions not in the Chapter yet?

---

---

6. Are you comfortable with your infomercial / memory hook? Yes or No  
If No would you like some help or ideas?

---

---

7. What "Phrases should I listen for" on your behalf to find you a referral?

---

---

8. How can I "Qualify" a person for you, to know if they are serious or not?

---

---

9. What is not a good referral for you?

---

---

10. In what other ways can I help you?

---

---

*Tips: Be respectful of each others time, be a good listener, always be positive and give encouragement, stay focused on what you are discussing, and most of all, once you have learned this information, be sure to go out and WORK at finding your partner a quality referral.*