## Mary Kay Weekly Accomplishment Sheet

Please note: The weekly accomplishment sheet is not a complete summary for income tax or accounting purposes.
Send a copy of this sheet to your Independent Sales Director and retain a copy for your files. Use additional sheets if necessary.


[^0][^1]
## Dear Sales Director:



| Next Week's Goals |  |
| :--- | :--- |
| Amount of Sales | $\$$ |
| Number of Skin Care Classes/ |  |
| Facials | - |
| Number of On The Go |  |
| Appointments | - |
| Number of On With The Shows | - |
| Number of Interviews |  |
| Number of Customer Calls |  |


| This Week's Hourly Earnings |  |
| :---: | :---: |
| Your Estimated Weekly |  |
| Gross Profit | $\$$ |
| $\vdots$ |  |
| Hours Worked |  |
| $=$ |  |
| Total Earned <br> Per Hour | $\$$ |


| New or Prospective Team Members |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| $\begin{gathered} \text { INTER } \\ \text { VIEWED } \\ (\boldsymbol{v}) \end{gathered}$ | recruited <br> (v) | NAME | COMPLETE ADDRESS | TELEPHONE | E-MAIL ADDRESS |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |


[^0]:    *Section 2 item, gift or premium given to hostess or customer in addition to, or instead of, a discount from suggested retail price of Section I products.

[^1]:    Please note: The Company grants all Mary Kay Independent Beauty Consultants a limited license to duplicate this document in connection with their Mary Kay businesses. This item should not be altered from its original form.

