

GEEWIZ NEWS

October Extra... Last Call for Seminars & Good News.

Greetings

First up, let's talk about seminars, and here's a list of the rest of the Geewiz seminars for 2004.

NOVEMBER 2004

Auckland

- 2 Nov Sales Basics, 1 day, Auckland Chamber
- 2/3/4 Nov 3-day Certificate in Selling, 3 days, Auckland Chamber
- 9 Nov Sales & Marketing Institute Marketing Lunch, www.salesmarketing.org.nz
- 10 Nov Collect Your Debts, ½ day, Auckland Chamber
- 12 Nov Prospecting for New Business, ½ day, EMA Northern
- 16 Nov Managing the Sales Team, 1 day, Auckland Chamber
- 17 Nov Sales & Marketing Institute Leadership, www.salesmarketing.org.nz
- 23 Nov Sales & Marketing Institute Sales Breakfast, www.salesmarketing.org.nz

Wellington

- 8 Nov Sales Basics, 1 day, Portland Hotel
- 11 Nov Prospecting for New Business, ½ day, The Wellesley Club
- 11 Nov Dealing with Major Accounts, ½ day, The Wellesley Club
- 24 Nov Sales & Marketing Institute Sales Breakfast (I'm presenting), www.salesmarketing.org.nz

Christchurch - CECC

- 17 Nov Prospecting (morning)
- 17 Nov Awkward & Difficult Customers (afternoon)
- 17 Nov Motivation & Attitude (evening – 2hrs)
- 18 Nov Overcoming the Difficult (Sales Basics 2) (morning)
- 18 Nov Presentation Skills (afternoon)

Christchurch – Sales & Marketing Institute of NZ events

- 5 Nov Sales & Marketing Institute Sales Breakfast, www.salesmarketing.org.nz
- 30 Nov Sales & Marketing Institute Leadership, www.salesmarketing.org.nz

Rotorua - Chamber

- 24 Nov Prospecting 9-12.30pm
- 24 Nov Awkward & Difficult Customers 1-5pm
- 24 Nov Motivation & Attitude 5.30-7.30pm
- 25 Nov Sales Basics 1 9-12.30pm
- 25 Nov Sales Basics 2 1-5pm

DECEMBER 2004

Auckland

- 1 Dec Sales Basics, 1 day, Auckland Chamber
- 7 Dec Sales & Marketing Institute Marketing Lunch, www.salesmarketing.org.nz

Christchurch – Sales & Marketing Institute of NZ events

- 15 Dec Sales & Marketing Institute Marketing Lunch, www.salesmarketing.org.nz
Book on the website www.geewiz.co.nz/seminars or fax me on 09 4243283 with your details.

Need office help over Christmas / New Year ?

I recommend you use the great new service through My PA – you give your staff a well-deserved holiday, and you still get the work done!

My PA offer personal assistance and office administration services by the hour, by the day, for special project work – whatever way you need it. Check out their website on www.my-pa.co.nz or phone Lisa on 09 813 6972, email holidayhelp@my-pa.co.nz. They are available right now, right through the holidays and right into January, and each My PA has loads of experience and expertise to get your job done so you can relax a little yourself!

Kick Start & Fun for January

How about in January you give a boost for staff motivation with seminar breakfasts – you bring your staff to the venue - and I provide the Motivation to get started for the new year and break out of the holiday mode... 1 hour presentation.. ideal January fun!!!! Limited dates available, Usually \$1000, for Geewiz friends only \$500 + GST - get in fast....

8 things to do for the 8 weeks prior to Christmas:

- [1] Reward all clients who have grown their business during the year, visit them or send a letter to say thanks, and maybe a gift
- [2] Reward your referral clients with Christmas gifts
- [3] Send thank you Christmas cards with November statements and remind about payment
- [4] Communicate Christmas hours and service
- [5] Plan your staff holidays and yours too...
- [6] Review the effectiveness of the Christmas staff social outing....
- [7] Review sales and marketing for the new year start up....
- [8] Instead of Christmas gifts think about a 'Welcome back to work' gift or message....

Kind regards, and I'm looking forward to hearing of your successes !

Richard P. Gee

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