

## Appointment Booking Script

**Note:** These template scripts should be used as a guideline.

### Inbound Call:

**Prospect:** Hello It's John Smith here, I received an email from you regarding {SPECIFIC PRODUCT}

**You:**

Hi John, thanks for the giving me a call so quickly. I've sent yourself a real quick email because I'm looking for a company in your area that specialises in {NICHE PRODUCT / SERVICE}. Assuming that is something you offer right?

Well John the reason for the email is because we're looking to connect with companies that have capacity for more {SPECIFIC TYPE OF JOB}. Do you have extra capacity right now?

OK great, would you be interested if I could supply you with 3 - 4 {NICHE JOBS} a month?

Awesome, In that case John, would you be interested in arranging a 10 minute chat when we've both got a little bit more time and I'll explain exactly how this works?

OK great, Is there any reason John why you wouldnt be able to make the {TIME} call? I wouldn't want to be wasting yours or my time?

Perfect, speak then

## **Outbound Call:**

You:

Hi John, it's Matthew here, we just spoke on email regarding {SPECIFIC JOB}, how you doing?

**I'm good.**

OK awesome, John, the reason for the call today is because we're looking to partner with a {SPECIFIC TYPE OF CLIENT} to provide our referrals too.

We've been providing appointments for {SPECIFIC NICHE} for a long time and our previous partner has become too busy right now.

Before I go any further, Is that something you're interested in?

**Yes..**

What I'd love to do is arrange a really brief demo call when we both have a little bit more time and I can show you exactly how this system works. The call only takes 10 minutes and I'll show you how we can help grow your {NICHE BUSINESS}.

I'm free later at {TIME}, if that works for you?

Great, just before I go, is there any reason why you wouldn't be able to make the call at {TIME}?

Great, see you there.

## Call Confiramtion Email:

Hey Name,

It's {YOUR NAME} from {YOUR BUSINESS}, I'm looking forward to our call at {TIME / DATE}.

I'll call you on {NUMBER} or here's the link to join our call;

On the call we're going to discuss

- Point A
- Point B
- Point C

The call will be immensely valuable for you as I'm going to show you the exact strategies to help you dominate your market.

Look forward to hearing from you. Feel free to email me with any questions.

Regards,

Name.