

## Commitment to Follow-Up Workshop

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Objective
At the Beginning of the Conversation
At the End of the Conversation
Charting

Windows of Opportunity	
Organization-Generated	
Client/Member-Generated	
Environment-Generated	
Competitor-Generated	

St	eps to an Entry Line:
•	Greet the client/member
•	Identify yourself
•	State the purpose and benefit of the call
•	Reference why you're calling

	to the olion		financial goa	 	
rovide a tim	e frame for t	he call		 	
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## Remember your etiquette!

- "May I ask...?
- "I'd also appreciate knowing..."
- "Can we now go into...?"
- "Thank you for..."
- "Would you please tell me...?"
- "That's very interesting..."

	anization-Generated Window of Opportunity
(	Greet the client/member
l	dentify yourself
	State the purpose and benefit of the call
	Reference why you're calling
L	ink the "why" to the client's/member's financial goals and objectives
F	Provide a time frame for the call

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– R∈	eference why you're calling
_	
_ Lir	nk the "why" to the client's/member's financial goals and objectives
_	
– Pr	ovide a time frame for the call

Profile				
Client/Member Name (Last, First): Robbins, Melissa Other Contact:				
Date: 9/14/20xx	Primary Banker:	Best Time to Reach:		
Home #:	Work #:	Preferred #: H ☐ or W ☐ (check one)		
Borrow	ving Needs	Savings Needs		
	r family have any borrowing needs s (new auto, remodeling, holiday,	What accounts do you have at other banks, credit unions, or investments firms?		
Mortgage – \$70,000 Met Title 4.5% 15 years remaining Appraisal – \$705,000 No Home Equity				
Day-to-Day	Banking Needs	Other Financial Services		
What other services do you us as direct deposit, online banki	se at financial organizations, suching, etc.?	How are you saving for the future (IRAs, 401(k), mutual funds, annuities, money market accounts, CDs, and retirement accounts)?		
Online Banking Debit Card		401(k) with employer Mutual Funds at AMEX – \$40,000		
Balance of \$2,000 Writes ten checks Direct Deposit Interest is important		Will up to date Insurance up to date with Waterfield		
OPENED INTEREST BEARING CHECKING WITH \$5,000 AND RELATED PRODUCTS (DEBIT, ONLINE BANKING, OVERDRAFT PROTECTION, DIRECT DEPOSIT)				
<u>Additio</u>	onal Needs	Personal Information		
Where do you work?		Last child left for college		
JK Smith – 15 years				

	Pr	ofile		
Client/Member Name (La	James Other Contact:			
Date: 10/1/20xx	Primary Banker:	Best Time to Reach:		
Home #:	Work #:	Preferred #: H ☐ or W ☐ (check one)		
Borrowi	ng Needs	Savings Needs		
Do you or does anyone in your family have any borrowing needs now or in the next 6–12 months (new auto, remodeling, holiday, tuition, home, etc.)?  Owns Home – \$200,000 at 4.25% at BOA Last appraisal was \$470,000 \$10,000 line of credit – variable Credit Cards pay off monthly Truck paid in 2004		What accounts do you have at other banks, credit unions, or investments firms?  \$6,000 CD at BOA – due in three months Two other 6-month CDs at BOA each at \$10,000 (due dates?)		
Day-to-Day E	Banking Needs	Other Financial Services		
What other services do you use at financial organizations, such as direct deposit, online banking, etc.?  Does not write many checks – online user Debit card Interest is not important on the checking  OPENED SIMPLE NON-INTEREST CHECKING WITH DEBIT CARD AND ONLINE BANKING		How are you saving for the future (IRAs, 401(k), mutual funds, annuities, money market accounts, CDs, and retirement accounts)?  401(k) at employer IRA started but keeps putting off adding more Interested in 529 plans but has never done anything  MET WITH JOHN SMERES BUT DID NOT MOVE FORWARD		
Addition Where do you work? Grocery Store – 6 years in deli	nal Needs	Personal Information Two children 4 and 1		

Profile				
Client/Member Name (	(Last, First): Pepper, Phillip	Other Contact:		
Date: 9/24/20xx	Primary Banker:	Best Time to Reach:		
Home #:	Work #:	Preferred #: H ☐ or W ☐ (check one)		
Credi	it Needs	Deposit/Investment Needs		
Do you or does anyone in your family have any borrowing needs now or in the next 6–12 months (new auto, remodeling, holiday, tuition, home, etc.)?  \$200,000 balance on 3.75% mortgage at Chase Not sure of Appraisal \$50,000 on Home Equity Line of Credit not connected to home at 6%  Just consolidated credit cards into a special at 3.5% on \$12,000		What accounts do you have at other banks, credit unions, or investments firms?  Chase Savings – \$52,000 CD (due in 7 months) \$30,000  OPENED \$10,000 12-MONTH CD SPECIAL		
Day-to-Day I	Banking Needs	Other Financial Services		
What other services do you use at financial organizations, such as direct deposit, online banking, etc.?  Upset with fees at current organization Interest is important Direct Deposit Uses online and debit card		How are you saving for the future (IRAs, 401(k), mutual funds, annuities, money market accounts, CDs, and retirement accounts)?  Retirement with RBC Investments at RBC, loves service and just spoke with rep about 2 weeks ago  Long time since updating will and insurance  MET WITH DEENA BARBER TO DISCUSS INSURANCE OPTIONS – NO DECISION MADE		
Additio	nal Needs	Personal Information		
Where do you work? 8 years in retail		HUSBAND OWNS HIS OWN BUSINESS		

Profile				
Client/Member Name (	(Last, First): Garcia, Maria	Other Contact:		
Date: 10/2/20xx	Primary Banker:	Best Time to Reach:		
Home #:	Work #:	Preferred #: H ☐ or W ☐ (check one)		
Credi	it Needs	Deposit/Investment Needs		
Do you or does anyone in your	family have any borrowing needs s (new auto, remodeling, holiday,	What accounts do you have at other banks, credit unions, or investments firms?		
Has lived in the area for 20 yea Owes \$125,000 at 5.5% at mo No home equity Estimates home is valued at \$5	rtgage company	\$24,000 savings at an internet bank \$9,000 in savings for 9-month old granddaughter daughter at Chase 4 CDs that total \$80,000 due at different times all at Chase. (December, February, April, June)		
OPENED EQUITY FOR \$75,00	00 FOR HOME IMPROVEMENTS			
Day-to-Day	Banking Needs	Other Financial Services		
What other services do you us as direct deposit, online bankin	e at financial organizations, such ng, etc.?	How are you saving for the future (IRAs, 401(k), mutual funds, annuities, money market accounts, CDs, and retirement accounts)?		
Convenient to work		Has 401(k) with employer but no other retirement savings		
Keeps \$1,500 in account Pays bills online Uses debit card At Chase		The Total Man Simple you but the same from Sime the same ge		
	nal Needs	<u>Personal Information</u>		
Where do you work? CBC Industrial for 15 years		Last child left for college		

More	
Better	
Different	
Less	