



Business Sales Planning

Name: _____

Date: _____

Leader Name: _____

Sales Analysis:-

A. *Existing Sales Status*

1. What is your desired **GOAL** to accomplish up by year end? ANP _____
2. How much ANP have you **Achieved** up to date (if any)? ANP _____
3. How much **Confirmed** cases to be collected by year end? ANP _____
4. The exact **Balance** Goal to be completed by year end? ANP _____

B. *Potential Sales Forecast*

1. How much highly **Potential** cases to be collected by year end? ANP _____
2. How many **COI/ Sub agents** do you have? _____
3. How much sales roughly could be generated from them? ANP _____
4. Sales from other resources? ANP _____

My Obligation & Commitment:-

1. Weekly Activities Commitment (*minimum 15 appointments & 5 presentations*)
 - a. No of Appointment per week _____
 - b. No of Presentation per week _____
2. My Sales Commitment for Oct, Nov and Dec as below:
 - a. Oct ANP _____
 - b. Nov ANP _____
 - c. Dec ANP _____



Why do you want to achieve the desired GOAL?

What is your plan & strategies in achieving the GOAL?

My Concern & Challenges:-

Leader's Comment: