



PRIVATE CLASS INTAKE SHEET

Name _____ Phone number _____

Email address _____

Number of students _____ Ages of students _____

INTERESTED IN THE TRAINING AREAS OF:

- Individual consultation hours
- Face to face or online
- Dining Etiquette
- Introductions, Greeting, Eye Contact
- Appropriate Dress
- Etiquette 101
- Etiquette 102
- Social Media/Cell Phone Etiquette
- Basic Business Etiquette
- Thank you notes and gifts
- Design my own class

WE ARE INTERESTED IN:

- 45 minutes
- 90 minutes
- 3 hours and lunch (this option includes table/dining etiquette)

THREE STRENGTHS: _____

THREE AREAS OF POTENTIAL GROWTH: _____

WE NEED THIS CLASS WITHIN: 30 days 45 days 60 days

Notes:

Polished Peyton only:

Contacted: _____ Contract signed _____ Deposit: _____