NEW AGENT 365 REFERRAL TRACKER



NAME	PERSON REFERRED	DATE REFERRED	#1 THANK YOU	FOLLOW UP THANK YOU	CLOSED THANK YOU
John Smith	Jane Smith	04/03/2020	✓		

#1 THANK YOU A thank you note sent to the referral source the second you get the referral expressing gratitude.

FOLLOW UP THANK YOU A thank you note sent to the referral source when their referral is under contract

 $\begin{array}{ll} \textbf{CLOSED} \\ \textbf{THANK YOU} \end{array} \ \ \textbf{A thank you/gift of gratitude updating the areferral source that the transaction closed.} \\ \end{array}$