



## **Networking Email Signature Worksheet**

Theme: Build relationships through strategic follow-up and invitations.

### **Email Templates (Save as Signatures)**

#### **1. Follow-Up After Networking Event- 3 Simple Lines, no Promotion**

Signature Name: Networking - Great Seeing You

It was great seeing you at the networking event recently. I hope to see you again soon.

I'm always up for meeting one-on-one. Schedule a meeting with me either in-person or online:  
[youronlinebookingslink.com](https://youronlinebookingslink.com)

In the meantime, let me know if there's anything I can do to help you and your business.

Sincerely,

Your Name, Title

Company Name

Your Phone Number

Your Tagline/ BRAND Statement of what you do (5 Words or So)

### **Who Should Be in Your Network- Your Power Partners.**

Phrases that pay (Something someone says that makes me think of you and your business)

- 1)
- 2)
- 3)

My Power Partners:

- |    |    |
|----|----|
| 1) | 4) |
| 2) | 5) |
| 3) | 6) |

How You Can Introduce Me To A Prospective Client or Power Partner:



# Navigator Activity Tracker

Week of \_\_\_\_\_

Check off each action as you complete it each day. Use the totals column to stay on track with your weekly goals.

|                                                                             |    | Monday | Tuesday | Wednesday | Thursday | Friday | Weekend | Week Total |
|-----------------------------------------------------------------------------|----|--------|---------|-----------|----------|--------|---------|------------|
| Face to Face                                                                | 1  |        |         |           |          |        |         | —          |
|                                                                             | 2  |        |         |           |          |        |         |            |
|                                                                             | 3  |        |         |           |          |        |         |            |
| Group Networking                                                            | 1  |        |         |           |          |        |         | —          |
|                                                                             | 2  |        |         |           |          |        |         |            |
| Great Phone Calls with Leads Referral Partners Past Clients Current Clients | 1  |        |         |           |          |        |         | —          |
|                                                                             | 2  |        |         |           |          |        |         |            |
|                                                                             | 3  |        |         |           |          |        |         |            |
|                                                                             | 4  |        |         |           |          |        |         |            |
|                                                                             | 5  |        |         |           |          |        |         |            |
|                                                                             | 6  |        |         |           |          |        |         |            |
|                                                                             | 7  |        |         |           |          |        |         |            |
|                                                                             | 8  |        |         |           |          |        |         |            |
|                                                                             | 9  |        |         |           |          |        |         |            |
|                                                                             | 10 |        |         |           |          |        |         |            |
| Seminars Attended                                                           |    |        |         |           |          |        |         | —          |
| Hours Prospected                                                            |    |        |         |           |          |        |         | —          |
| Thank You Cards                                                             | 1  |        |         |           |          |        |         | —          |
|                                                                             | 2  |        |         |           |          |        |         |            |
| Leads                                                                       |    |        |         |           |          |        |         | —          |
| New Clients                                                                 |    |        |         |           |          |        |         | —          |

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Consistency creates momentum — aim for progress, not perfection!

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