



Commercial Sales Quick Action Item List

1. Choose items in your ERP program
2. Create prospect list > upload to CRM
3. Begin outreach/introductions > schedule meetings
 4. Meetings/Presentations
 5. Close/onboard clients



Restoration Commercial Sales Overview

1. Prospecting
 - a. Tools
 - i. [Apollo.io](#)
 - ii. [Reonomy](#)
 - iii. [CoStar](#)
2. Outreach (Awareness/Drip Feed Stage) - Unique offering
 - a. Email
 - i. Personal
 - ii. Newsletter
 1. [MailChimp](#)
 2. [Sendinblue](#)
 - b. Mailer
 - i. Coffee Meeting (Coffee GC)
 - ii. Personal Reference
 1. Alma Marta
 - c. Text/Notifications
 - i. [EZ Texting](#)
 - ii. [Slick Text](#)
3. Setting Up The Meeting
 - a. Touches
 - i. Phone Call
 - ii. In-Person
 - iii. Email
 - b. Value add
 - i. ERPs
 - ii. 3D scans
 - iii. Site analysis
 - iv. On-site equipment
 - v. Loss scenario run-throughs
 - c. Stick to the point
 - i. Focus on the meeting not too much info without presentation
 - d. Overcome objections
 - i. Having a plan in place is likely their responsibility, why wouldn't they have one?
4. Meeting
 - a. Technology
 - i. PPT Presentation



- ii. Zoom
- b. Discovery phase
 - i. Open-ended questions
 - ii. What's important to them
- c. Be prepared or not prepared
 - i. Do they already have parts of a plan in place
 - ii. Focus on solutions to minimize downtime
 - 1. Matterport Scans
 - 2. Site Building Analysis Assessments
 - 3. Site Walkthroughs, ERPs
 - 4. On-site equipment
 - iii. Focus on BC planning as a whole, not just disaster recovery
 - 1. Required by insurance companies
 - 2. Covers several departments; facilities, risk management, HR, security, IT, more.
- 5. Closing
 - a. What would prevent them from signing up today?
 - b. When will they have a decision?
 - c. Do they have all the information they need to make a decision?
 - d. You want them to have skin in the game - this is a two-way street
- 6. Establishing relationship
 - a. Implement agreement
 - b. Execute loss leaders
 - c. Follow up



Restoration Commercial Sales Playbook

Step 1: Prospect

1. Gather 500 verified names
 - Name, Email, Phone, Address
2. Add to CRM
3. Identify top 100 names
 - Use this as the first cadence run through

Step 2: Awareness Outreach/Introduction

1. Send soft introductory newsletter
 - a. Ex. Disaster planning, see [N1](#)
 - b. Wait 2-3 days
2. LinkedIn connect
 - a. See **L1**

Step 3: Intro + Curated Outreach

1. Introductory phone call - first 100 names in cadence
 - a. See **P1/V1**
2. Soft follow up personal email
 - a. See **E1**
 - b. Send after getting contact info/intro call
 - c. Wait 2-3 days
3. Purpose reach out
 - a. See **E2**

Step 4: Final touches

1. Is this a priority
 - a. See **E3**
 - b. **P1/V2**
2. Big Client - if the client is important, try sending an oversized mailer to get their attention
 - b. Mailer



- i. Packages are always open. Often times prospects feel inclined to take your next call/meeting
 - ii. Send **M1**
 1. Send priority mail
 2. Set up an email alert on delivery
 - iii. Follow up with **E5, V2**
3. Final touch
- c. See **P1/V3, E4**
 - iv. Archive lead
 - v. Throw back into cadence if it's worth it in 3-6 months

Step 5: People respond with interest

- c. Stick to the point
- d. Schedule a meeting

Step 6: Meetings

1. Meeting
 - a. Focus on value adds - what interests them/makes sense for them
 - i. Disaster Planning
 - ii. Site Analysis
 - iii. Matterport 3D scans
 - iv. DEHU on site
 - v. All of it
 - b. See **MQ1, O1, P1**

Step 7: Establish Relationship, New cadence

1. Close your meetings with relationship builders/loss leaders
 - a. ERPs
 - b. Matterport
 - c. Site Analysis
 - d. Equipment staging
 - e. Loss scenario run through
2. Start new new cadence with remaining prospects from step 1
3. Complete any stragglers in the cadence
 - a. Always keep the CRM up to date

Step 8: Drip Funnel



1. Add established relationships, agreements, etc. into a special list for drip info
 - a. Specific email list
 - b. Text notification list

Analysis:

What was your initial response, meeting rate, and started relationship rate?
How much sq. ft. do you have under the agreement?

Join the FB Group to share info and ask questions:

<https://www.facebook.com/groups/444125193428588>

Scripts & Walkthrough Attachments

N1 - [Example disaster recovery email](#)

M1 - Mailer intro

L1 - LinkedIn connect

F1 - [Flyer example](#)

P1 - Intro, appt set up call

V1 - First/intro voicemail

V2 - Priority

V3 - Final

E1 - Email after mailer

E2 - Reason for reaching out

E3 - Priority

E4 - Final

O1 - Objections

MQ1 - Meeting probing questions

P1- [Presentation starter](#)

