



Wingman® Sales Mission Briefing Guide

BRIEFING INFORMATION:

Company	Contact	Directions
Position	Meeting Date	
Time/Duration		

SALES TEAM DATA:

Name	Cell Phone	Bus. Phone	email(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PRE-MISSION INTEL:

PRE-MISSION CHECKLIST

- Intelligence confirmed
- Pre-call objectives review
- Agenda established
- Questions developed
- Contingency plans
- Mission briefed to team

Mission Objectives

Pre-mission Notes

Mission Notes

MISSION NOTES:

Next Meeting Set?	Meeting Date	Meeting Location/Conference Call #
<input type="checkbox"/> Yes <input type="checkbox"/> No		

Action Items
