



Checklist for Success for your Holiday Open House

Before:

- Determine your date and create your invitation list.
- Order and/or Compile Products for Cash & Carry Table.
- Invitations: eCards and Postcards (on yourAVON.com); can also use social media event invitations or posts. You may even consider putting postcards on community bulletin boards.
- Consider ways to increase attendance: Bring a friend/Get a gift; host before or after a family event, sporting event or similar. Text final reminders.
- Consider items from around your home that you can use for display such as: Artificial tree or wreaths; holiday ornaments; colored fabrics; picture frames; various sized boxes to give height to your display. Jewelry looks nice on mirror tiles from a home improvement store or wrap a full roll of paper towel with black velvet or felt on which you can pin necklaces or bracelets.
- Compile your tools: Order forms, pens, delivery bags, change bag and extra credit card slips.
- Plan a simple menu: cookies and coffee; appetizers and punch.
- Make copies of the Door Prize Tickets and use a holiday gift bag to collect them.
- Make sure the entrance to your location is clean and clear.
- Have batteries in anything that lights up or plays music.

During:

- Be a walking demo with head to toe Avon – Fashion, Jewelry, Fragrance, Makeup.
- Make sure your location smells good – burning the Avon holiday scented candles would be a great way to demo them.
- Keep your display areas clean and organized.
- Keep your checkout area clean and organized.
- Refresh snacks and beverages as necessary.

After:

- Clean up your location.
- Complete and Deliver all of the orders received.
- Include a Thank You note in each delivery bag.
- Count your earnings!!