

County Kildare Chamber 1-2-1 Meeting Questions

This question sheet is designed to get the more out of your 1-2-1 meeting. Taking notes and really listening to your colleague will lead you to getting better quality referrals for your Chamber members.

1. Tell me about your company.

2. What Advantages does your product/offering solve for potential customers? (3 Examples)

1. _____

2. _____

3. _____

3. What are the strengths of your company? (3 Examples)

1. _____

2. _____

3. _____

4. Describe three of your clients that completed business with you recently.

5. Tell me a success story about a business interaction you had with a client that lead to business being completed.

6. What professions are suitable referrals for your business?

7. What “phrases do I listen for” on your behalf to find you a referral?

8. How can I qualify a person for you, to know if they are serious or not in meeting you?

9. What is not a good referral for you? (3 Examples)

1. _____

2. _____

3. _____

10. In what other ways can I help you? (3 Examples)

1. _____

2. _____

3. _____

What actions would you like me to take A.S.A.P?

Any other comments at this time?

- Remember you have 2 ears and 1 mouth so use them in that proportion.
- Take action today.
- Arrange another 1-2-1.
- Please keep a copy of this on file and review in a few weeks' time.