**

**Sales Meeting Agenda**

<INSERT DATE / TIME>

<INSERT LOCATION>

1. Welcome
2. Company Updates
3. Marketing Updates
4. Education Opportunities
   1. Lunch & Learn Workshop: Attracting New Business, <INSERT DATE, TIME, LOCATION>
5. Practical Learning: *Monthly Goal Setting*
6. Real Estate Trends/Updates
7. Old Business
8. New Business
9. Next Sales Meeting: <INSERT DATE, TIME, LOCATION>
10. FUN FACT: *January 10th is National “Cut Your Energy Costs” Day*
11. Adjourn