

Basic Scripting For Scheduling Lunches

Hi, this is _____, who would I need to talk to about arranging a free lunch for the employees in your office? I'm the Community Relations Director at _____.

One of the ways that our company gives back to the community is to offer free employee luncheon seminars for local businesses. We recently took lunch into (*several offices close by or name the business*).

As a free service, we bring lunch into your office and you get to choose from several different presentations designed to boost morale of the office.

We can always present a specific class if you have certain issues or problems with your employees that we can help address. For example, if you have problems with employees taking too many sick days off, it's great to have an outside source come and address the problem, so they get it from a different prospective.

What are some of the main problems you experience with your employees?

If contact says they have no problems.... second option

Customize- find out what they WANT and give them that.

Another thing that works great is to ask your employees what they'd like to learn about as far as their work environment or health such as:

- Increasing Productivity in the Workplace
- How to Decrease Employee Sick Days
- Improving office place ergonomics
- Decreasing carpel tunnel
- Be Fit While You Sit
- Weight Loss

Who is the person that will schedule this lunch in your company? (*Use same basic script for contact person, typically office manager, human resources director or owner.*)

When speaking to the person in charge, “By the way, as a thank you for arranging this free lunch, we’d like to give you a coupon for a FREE One-Hour Body Massage in Our Clinic. Can I drop that by tomorrow for you?”