

# BATON PASS SCRIPTS

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Michelle Morales  
**Onboarding Specialist**  
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## 3-Way Text (OR amend script for 3-way call)

[Name], meet Michelle. Michelle, meet [Name].

[Name], Michelle is an absolute rockstar who has been great at all parts of our business. She will be partnering up with you to develop as much as possible before your Sales School week.

Please keep in mind, our Executive Admin, Liz Manning will be the one you go to for paperwork, details and appointment. Michelle is the one who is going to coach you on how to hit the field at full speed.

Staying in consistent communication with Michelle and Liz from now until Sales Academy is a REALLY good idea! Following their lead is THE best thing you can do to get ready for this career. Michelle will be in touch soon to get the two of you started in the onboarding process.

Let me know if you have any questions. Thanks!

## 3-Way Email

Hi [Name],

Now that your licensing process is under way, I want to introduce you to our Onboarding Specialist, Michelle Morales. I have included her on this email, and her contact info is below:

Michelle Morales  
(623) 252-9601  
[michelle@ibgfhl.com](mailto:michelle@ibgfhl.com)

Her role over the coming weeks is to guide you through the licensing & appointment process. While Liz Manning will be the point person for all of your new agent paperwork, and handling your Sales Academy booking and correspondence. Michelle will introduce you to Liz further on as you proceed. As we have discussed throughout the hiring process, timely communication is *critical* to your success, and ultimately to getting you off to a fast start! If you miss a call or message from Michelle or Liz, please get back to them in a timely manner (within 12hrs). There are a lot of moving parts between licensing, training classes, hotel reservations and trainer availability, so we need to make sure everything is in order for you to have the smoothest transition possible. Have a great day!