# THE NO-SHOW KILLER:
# BUILD YOUR PRE-CALL CONFIRMATION SYSTEM

**DON'T LET PROSPECTS FORGET.
SIMPLE REMINDERS = MORE SHOWS, MORE SALES.**

PRE-CALL CONFIRMATION SYSTEM

**INSTRUCTIONS:**
Today you'll create a plug-and-play system to slash no-shows before they happen.

Most people skip reminders or send weak ones. You'll leave with ready-to-use templates for text, email, and voicemail — plus a rhythm for sending them.

# THE GUIDE:

## STEP 1:
**Choose Your Channels**

Multiple choice:
Which channels will you confirm on?

☐ Text
☐ Email
☐ Phone/Voicemail
*(Tip: Use at least 2 for maximum impact.)*

## STEP 2:
**Confirmation Text (Immediate)**

Fill in the blank:
"Hey [NAME], excited to connect on [DAY/TIME]. Here's the link: [LINK]. If you need to reschedule, click here: [RESCHEDULE LINK]."

*Example: "Hey Sarah, excited to connect Tuesday at 2pm. Here's the Zoom: [link]. Need to reschedule? Use this link: [link]."*

## STEP 3:
**Confirmation Email (Day Before)**

Fill in the blank:
Subject: "Confirming our call on [DAY]"

Body: "Hi [NAME], just confirming our [CALL TYPE] tomorrow at [TIME]. I'll share [WHAT THEY'LL GET]. Here's the link: [LINK]. Looking forward to it!"

*Example: "Hi Sarah, confirming our strategy call tomorrow at 2pm. I'll share 3 ways to fill your medspa calendar without wasting ad spend. Zoom link: [link]."*

## STEP 4:
**Reminder Text (Morning Of)**

Fill in the blank:
"Hi [NAME], quick reminder of our call today at [TIME]. Here's the link: [LINK]. Reply YES if you're still good."

## STEP 5:
**Reminder Email (1 Hour Before)**

Fill in the blank:
Subject: "See you in an hour"
Body: "Hi [NAME], just a reminder of our call at [TIME]. Link here: [LINK]."

## STEP 6:
**Voicemail Script (if missed)**

Fill in the blank:
"Hi [NAME], it's [YOUR NAME]. Looks like we just missed each other for our [CALL TYPE]. Call me back at [PHONE] or use this link to reschedule: [LINK]."

## STEP 7:
**Timing Rhythm**

Multiple choice:
My rhythm will be:

☐ Text confirmation: Immediately after booking.
☐ Email confirmation: Same day as booking.
☐ Reminder text: Morning of.
☐ Reminder email: 1 hour before.
☐ Voicemail: If no-show at call time.

## STEP 8:
**Personalization Check**

Multiple choice:
To personalize, I will add…

☐ Their first name in every message.
☐ The call type ("strategy session," "consultation").
☐ A teaser of what they'll get (outcome-driven).

## STEP 9:
**Create Your Library**

Fill in the blank:
Save these templates in [CRM / Notes / Google Doc] so I can copy-paste quickly.

## STEP 10:
**Commitment**

Fill in the blank:
Starting today, every booked call will get ___ confirmations before the scheduled time.

*Example: "3 confirmations minimum."*

**Why It's Important:**
No-shows often happen because people forget, get cold feet, or double-book. Clear, professional, and persistent confirmations fix all three. When someone gets multiple reminders across channels, it shows you're serious and keeps you top of mind.

**You just built your pre-call confirmation system.**

**Tomorrow, we'll layer in a Pre-Call Nurture Sequence — so prospects show up excited, not just present.**

**Want a full automated system that runs these reminders for you? Book a free strategy session here:**

**square1grp.com/brainstormsession**