

Script for Follow Up

INTRO:

If you don't hear back in one week, shoot over another quick email.

If you still don't hear from them in another 2 weeks, send one more polite reminder and then let it go and move to the next name on your list.

HINT: Make sure that you remain actively engaged with them during this timeframe so your name remains top of mind.

SCRIPT:

Hello <first name>!

Just bumping this to the top of your inbox as I know how crazy life can be! I want to make sure you didn't miss this in the shuffle.

Looking forward to hearing from you!

Thanks!

<YOUR NAME>