

Client Intake Form: Getting To Know You

Contact Information			
Name:		Business Name	
		(if applicable):	
Contact Telephone:		Business Address:	
I I			
Email:		Website:	
Birthday:		Years of Experience:	
(Month/Date/Year)			
Social Media	• Facebook	·	
(handle and password):	 Instagram 		
· · ·			
	Twitter		
	 Newsletter (e.g., Const 	tant Contact, MailChimp, etc.)	
		· · · · · ·	
About You			
Describe your current home life:			
Describe your current work life:			
Why did you go into your line of			
work?			
What does success mean to			
you?			
What made you seek out			
What husiness areas are you			
What business areas are you known for/ want to be known for?(List 2-3):			



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Who are your current clients/customers?	
What would you like your client	
base to look like?	
Who are your biggest	
competitors?	
(List 2-3):	
Who do you admire in your	
industry? (List 2-3):	
How Bossible Can Help You	
Describe the area you need the	
most help with:	
What Marketing & Business	Award Nomination
Development activities are you	Conferences & Events
interested in?	Diverse Business Certification (i.e., Women-owned, Minority-owned, Veteran-owned, or LGBQ-owned)
	Diversity & Inclusion Training
	Marketing & Business Development Plan
	Newsletter Management
	Non-Profits & Professional Organizations
	Public Relations/Press Coverage
	Social Media Management
	Speaking Engagements
	Website Improvements
	Writing Opportunities
	Other:
Rank the top 3 activities that are	Award Nomination
most important to you (with 1	Conferences & Events
being the most important):	Diverse Business Certification (i.e., Women-owned, Minority-owned, Veteran-owned, or LGBQ-owned)
	Diversity & Inclusion Training
	Marketing & Business Development Plan
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	Other:
Personal & Business Goals	
Personal Goal: In two years I hope to:	
Business Goal: In two years I hope to:	
Personal Goal: In five years I hope to:	
Business Goal: In five years I hope to:	