



HOME EVENT RESOURCES

How to Set Up and Host a Successful Event

Hosting a Vemma Home Event is an effective way to introduce multiple people to your Vemma business in a casual, yet informative environment. Think of your Vemma Home Event as a private business reception and invite people to join you!

People love personal settings; they feel privileged to be extended an invite and usually want to invite one or more of their friends to partake in the fun! Your Vemma Home Event is an event people should not miss out on. As with any event, we want to help you “plan to be prepared” before your guests arrive. Refer to the following tips to help make your Vemma Home Event a success, right from the start. People will see that hosting a Vemma Home Event is worth duplicating!



Invite Your Guests

- Reach out to your contacts via email and phone to send them an invitation to your Home Event. We recommend scheduling the Home Event for a Tuesday or Thursday after 6 pm.
- Over-invite. By this we mean only about half of your invitee list will say “Yes” and sometimes “Yes” can turn into a “Something came up” later on due to conflicting commitments. The more people you invite the better chance of getting a bigger turn out at your Vemma Home Event.
- Decide if you have accommodations for people who need to bring their kids. The night should be free from distractions, so encourage your guests to leave the children at home if they can.

Reconfirm a Few Days Before Your Event

- For guests attending your Vemma Home Event, remind them and reconfirm 1-3 days before your event. The week can get hectic and people can forget.
- Call them or leave them a message with a friendly reminder that you’re looking forward to meeting them at your Vemma Home event on (day) at (time).



Get Set for Your Home Event - Keep it Simple

- Your Home Event doesn't have to be labor intensive. Remember you want people to see how easy it is to duplicate a Home Event of their own. Simply tidy up your home and spot clean if necessary.
- Pick a location you feel comfortable in that can accommodate the number of guests attending such as your living room, a clubhouse, etc.
- Set up EARLY. This way you can focus on guests upon arrival. Arrange seating and set up slightly less than the number of guests expected. You can set up more chairs if needed but you don't want to have any empty seats.
- Burn a pleasant scented candle, such as Vanilla.
- Have pleasant music playing as guests arrive. Turn off during the presentation and then turn back on immediately following the meeting as guests leave.
- Set up a simple product display in front of the room. See photo example.
- Have enough Vemma and Verve product chilled for guests to taste and take home a sample.
- If you want to provide snacks, keep it simple with finger food such as chips, pretzels, grapes, etc. If you want to provide beverages, offer water or iced tea - no alcohol. Professionalism is key during the meeting.
- Arrange for one of your Upline Success Coaches to attend your event (in person or via an audible speakerphone).
- Have a TV and DVD player set up to show the *Reinvent Your Life* DVD.
- Have product CDs, *SUCCESS from Home* Magazines and Vemma/Verve brochures labeled with your contact information for guests to take home.
- Print out copies of order forms for people to supply their information on the spot, that you can refer to later for follow up and placement strategy.
- Decide on the date for your next Home Event and compose flyers with the details.
- Print out copies of the flyer about your next Home Event to pass out at the end of the event.



Ask Guests to Arrive Early and Start the Event on Time

- People feel calm and prepared when they're not rushing in the door. Ask your guests to arrive 15-30 minutes before your presentation starts to get situated, meet other guests and sample the products.
- Even if some guests are running late, start your meeting at the scheduled time and cater to the guests that arrive on time.
- Minimize distractions by turning off the ringer on your home and/or cell phone and encourage guests to do the same. Put pets and children in a different area of the house during the entire duration of the meeting.

Let the Event Begin - Smile and Have Fun!

- Introduce yourself, welcome your guests and briefly describe the purpose of the evening.
- Introduce the Presenter for the evening (your Upline Success Coach) and let him or her lead the presentation to help your guests make a well-informed decision to become a part of your Vemma team.
- At the end of the event, pass out flyers about your next Home Event.

After Your Vemma Home Event

- Be available at the end of the evening to answer any remaining questions from individual guests.
- Take product orders and set up Auto-deliveries.
- Follow up, lead by example and duplicate! Help new Members schedule their own Vemma Home Event.