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|                               |   |   |   |   |
| CONFERENCE |
| To Do List |
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|   |
| BEFORETHE CONFERENCE |  | Do some research to find out where my prospects will be hanging out, and if leads I already have will be attending. |   |
|  | Bring business cards any material I'll need to give a demo and really WOW prospects. |   |
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| DURINGTHE CONFERENCE |  | Dress to impress. Someone I meet could interview and hire me on the spot. |   |
|  | Remember to exchange business cards! This will help me stay connected and remember someone's name. |   |
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| **CONFERENCE NOTES** |   |
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| AFTERTHE CONFERENCE |  | Connect on LinkedIn. LinkedIn makes the relationship official. Send invitations. |   |
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|   |   | **Conference Day:** December 9th, 2020 |   |
|   |   | **Place:** CHICAGO GATEWAY |   |
|   |   | **Address:** 616 W Arlington Pl, Chicago |   |
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