

# Peak Season Success

## Game Time Checklist

- Pre-Planned **Additional** Support
- Plans for the **Unexpected** - Sick Days, Client Schedule Conflicts, etc
- Plan** - Monthly, Weekly, Daily
- Regular** Team Meetings
- Get **Organized** - Collaborative Tool for the Team
- Communicate / Communicate / Communicate** - Team, Underwriter, Client
- STAY CALM**
- Focus** on Your Success Markers and Goals