|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GOAL 1** | **ACTION STEP DESCRIPTIONS** | **PARTY / DEPT RESPONSIBLE** | **START DATE** | **DATE DUE** |
| Write your goal statement here. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| List resources and desired outcomes. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **GOAL 2** | **ACTION STEP DESCRIPTIONS** | **PARTY / DEPT RESPONSIBLE** | **START DATE** | **DATE DUE** |
| Write your goal statement here. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| List resources and desired outcomes. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **GOAL 3** | **ACTION STEP DESCRIPTIONS** | **PARTY / DEPT RESPONSIBLE** | **START DATE** | **DATE DUE** |
| Write your goal statement here. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| List resources and desired outcomes. |  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |  |

**SALES ACTION PLAN**