**Example Call**

Hi, this is \_\_\_\_\_\_ with Simple Software. Can I speak to (owner’s name)?

Hi \_\_\_\_\_, I’m an account rep for Simple Software based in San Francisco. We’re currently offering a 50% discount for our online Time Clock. Are you currently using any kind of payroll software?

* If yes – Does it generate your timesheets or simply pay your employees? (most companies have payroll software like ADP but don’t have an electronic Time Clock that will automatically generate timesheets)
* If no – Do you generate your timesheets manually? Roughly, how many hours do you spend a week on payroll?

The American Payroll Association also estimates an average of 23 to 49 minutes a day, PER EMPLOYEE, are lost due to long lunches, breaks, early departures, etc.

How many employees work for “Company Name”?

Number of Employees: \_\_\_\_\_\_\_\_\_\_

--------Refer to ROI Calc-------

Based on the number of employees, our ROI calculator estimates your savings would be (Refer to Total Savings in ROI). What is your email address so I can send you these figures?

Email: \_\_\_\_\_\_\_\_

We usually charge $500 for setup but we’re currently offering 50% off. This price includes setup and training. We only charge $10 per employee, per month. However, currently we’re offering a 35% discount to customers that pay a year in advance. That works out to $6.50 per employee per month. You can choose this option when you receive your first monthly bill.

-------Refer to Setup New Site------

I’m going to setup your website now while I have you on the phone. If you open your email, you will see an email from Simple Software. This email contains your new website and your login. I’m setting your password to “simple1”. Let me show you how easy it is to use our system.

Closing

I’m going to send a representative over to your office to add the rest of your employees and train you on the new system. I currently have tomorrow at 3p available. Does this time work for you?

* If yes – Ok, great. Can I get your physical address?
* If no – what time works best for you?

For your meeting, we will need a list of employees and their hourly rate. We will also need a check in the amount of $250, made out to “Simple Software, Inc.”. This covers the setup and training of your payroll manager. The monthly service charge will be due at the end of each month.

Support is always free and you will be assigned a support technician once we complete the setup.

Do you have any questions for me at this time?

Just to confirm, we will be sending Patrick Peterson out to (Company Address) to meet with (Contact Name) on (Date) at (Time). He will set you up and show you how to use our system. Feel free to have him show you all of the tools that come with your new system.

Let me give you my contact information just in case you have any questions.

My name, email address, phone number and our address is:

Simple Software, Inc.

1232 Market Street, Suite 120

San Francisco, CA 94102