

Event Target Tracker

skin centre event	date of event	focus of event	number of attendees required	£ stock ordered	to be delivered by:	cost of event tickets	to be redeemed with products purchased	raffle prize
							Yes/No	

team members	retail target	retail actual	retail difference +/-	service bookings target	service bookings actual	service bookings +/-	innovation target	innovation actual	innovation +/-
01									
02									
03									
04									
05									
06									
07									
08									
09									
10									
total									

After the Event

what worked?	what didn't work?	what will we do differently next time?	staff feedback?