



What to Have in Place Before Taking Clients

A simple checklist to help you feel prepared, not rushed

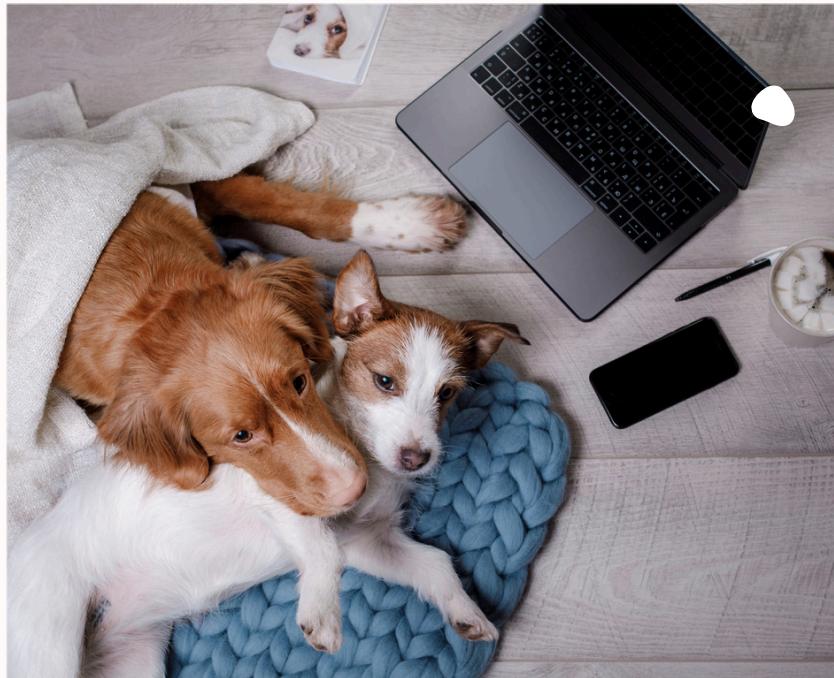


Checklist

Before You Say Yes to Clients, Check This

- I'm clear on what services I offer (and what I don't)
- My pricing and availability are set and easy to explain
- I know how clients will contact me and book
- I've thought through basic cancellation expectations
- I have a way to collect client information
- I've decided what boundaries matter most to me
- My business feels manageable with my current schedule

Prepared doesn't mean perfect – it means intentional.



One Last Thought

Being prepared doesn't remove uncertainty — it just gives you something steady to stand on when things get busy.

MJ



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