

The quotes you already sent

This sheet is about work you already won once and never closed. No advertising to pay for, no list to buy, no new customer to find. Thirty days on names that are already in your phone.

How to use it: fill in the two counts below. That is ten minutes with your notebook or your dispatch software. With those two numbers the rest of the sheet tells you what to send, to whom, and on what day. Bring it to a call and we will write the plan around your numbers and your trade.

1. The two counts

A. Quotes with no answer

Quotes you sent in the last year where you never got a yes or a no. Count the ones older than ten days. Do not count the ones who told you no.

How many: _____ Average value of one: \$_____

Multiply them. That is work you already quoted and nobody followed.

B. Past customers

People you have done a job for who have not heard from you in a year or more. From the phone, the dispatch software, the notebook. Approximate is fine.

How many: _____ Of those, how many can you text? _____

The second number matters more than the first. A customer who gave you permission to text is the one who goes first.

2. The thirty days

Two things running at once, each at its own pace, each stopping on its own. Nothing sends between 8 PM and 8 AM.

Day	Quotes with no answer	Past customers
Day 1	Short text, one question: did you get a chance to look at it? No selling.	Nothing yet. Sort the list first.
Day 3	To anyone who did not answer: send your reviews link and offer to answer questions.	First text, in the owner's name, only to the ones who gave permission.
Day 7	A call, not a text, to the highest-value ones. Three calls, not thirty.	Nothing. Let it breathe.
Day 10	Last text: if you change your mind, we are here. Then it stops.	Second and last text of the month. Then it stops.
Day 15	Count: how many answered, how many booked.	Count the same thing.
Day 30	Add up the jobs that came out of the list. That number decides whether this repeats every month.	

The rule that keeps you out of trouble: any reply stops everything for that person. If they answer, if they book, or if they write STOP, ALTO or PARE, nothing automatic reaches them again. Someone who asked you to stop and got another message is a complaint, not a sale.

3. What each message says

Write them in your own words. These are the starting point, not the script. Both languages, because half your customers answer in one and half in the other.

Quote with no answer, day 1

Hi [name], this is [your name] from [your company]. Did you get a chance to look at the quote for the [job]? Any questions, reply here.

Quote with no answer, day 3

In case it helps you decide, here is what other customers say about us: [reviews link]. Any question about the quote, reply here and I will answer it.

Past customer, first text

Hi [name], this is [your name] from [your company]. We did a job at your home a while back. If you need any [trade] work this year, we are here. Reply or book: [link]. Reply STOP if you do not want more messages.

4. Before you send anything

- ☐ Your number is registered with the carriers (one to ten business days).
- ☐ Every text carries your company name and a way to reply STOP.
- ☐ Quiet hours set: nothing between 8 PM and 8 AM.
- ☐ The past-customer list split between the ones who gave permission and the ones who did not.
- ☐ You read every message and changed anything you would not say.

What is not on this sheet: any number about how much you will recover. We have not measured it at your company and we are not going to invent it. The two counts on page one are your numbers, and they are the only ones that matter for this decision.

YaContesta.pro · We answer the phone and book the job, in English and Spanish.

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If you want the plan written around your numbers: yacontesta.pro/en/30-day-plan