



Hospitality

# 8 Steps to Closing Hotels

# 1. Getting Hotel Opps

- Hello, this is John with Mitech Partners (Comcast, Charter). We offer internet, phone and TV for hotels... I want to send over some new promos (or promo information) we have going now. What's a good email I can sent that to?
- Great, and how many rooms do you have in the hotel?
- Awesome, I'll get this out shortly. Who should I address it to?

# Getting an Opp means

1. Email address
2. Number of Hotel Rooms
3. Contact (if possible)

That's all!

## 2. Send information

Send email with Hotel Promo attached

Email Text:

Hello,

Attached is the new promo information I promised to send. Let me know if you have any questions or would like to see a quote specific to your property. Thanks!

# 3. Set Follow Up

In your back office for 3 days later

A few contacts will call you back immediately requesting a direct quote. Most won't. So you'll want to follow up to see if they got the info and stay on their radar.

# Follow up

## What do you say?

Hello,

- This is John with Mitech. I sent over some information a few days ago about our new Hotel promos for internet, phone and TV service. Did you receive it?
- Would you like to see a specific quote for your property?
- What carrier do you have now? In a contract?

# 4. Send Quote

Be Competitive  
compared to what they  
have

Set appointment if local

Don't Wait. Send the  
quote ASAP!



# 5. Follow up after the quote

- What did you think about the quote?
- We first need to do a site survey at no cost to you (if quoting cable)



# 6. Submit for Site Survey

Comcast: This means you will submit the Service Order Agreement (SOA) without the signature. Follow normal procedure to submit the order

Charter: Order Site Survey at  
888-362-4802



# 7. Close Customer

If the property comes back serviceable, close customer with a desired time-frame for install.

Hotel installs usually take 30-180 days depending on if construction is needed.

# 8. Submit Signed Ppwk

- Submit signed SOA in back office
- Submit copy of phone bills if ported phone lines
- Submit all other necessary paperwork (carrier will send to you to get signed)

# Stay with it & Repeat Process

We only do 2 things:

Get Customers

Get Customer Getters

Contact us for assistance:

877-780-1120 |

[ac@mitechopportunity.com](mailto:ac@mitechopportunity.com)



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