

[Your logo/letterhead goes here]

10 Goals to Reach in 90 Days

What goals or projects would you like to complete in the next 90 days? Select well defined and realistic, while somewhat challenging goals that reflect your core values — what attracts you rather than what you think you should do. Let me know if you would like me to hold you accountable for these goals. Fax these to me at *[your fax number goes here]*.

1. _____

2. _____

3. _____

4. _____

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9. _____

10. _____