

What does it take for you to be **SUCCESSFUL** as a real estate investor or in anything?

My answer is only two words: Information and Action!

And the most important is **Action!**

By the way, there is another word for action and it is spelled **W.O.R.K!**

The reason there are only a limited number of people that ever reach their goals is NOT because that they don't have the information. The information is out there. I said this many, many times. There really are no secrets. If you look and ask, you can get the information. In fact, if you need information of what to do you can ask me.

So therefore if things are not happening the problem must be that your not taking enough or.... any action. So I have decided to prepare a checklist form. This form is for you to write down the action steps that you know you're supposed to do. You must do only one-step at a time until you complete the step.

Focus ONLY on getting that step done. Take as much time as you need and it's OK to schedule the action to fit your life; however don't do anything else until you complete the step. Once you're done with that step, you're done and then you do the next step in the exact same manner.

Here is an example:

Step 1: Download and watch videos 1-5, take notes, write down any questions that you may have. When you're done with this, check it done (using accountability checklist), then you're ready to move to the next step.

Step 2: Download first 5 reports and software and do what the videos taught you to do. Complete your basic plan; fill out the net worth and income statements and all the schedules. Focus on just getting this done. Once it's done, complete the accountability checklist page, mark it done and then go to the next step. This is the process that you must do to get things done. You must do each step, *one-at-a-time* until they're done, then, and only then, you should go to the next step.

Ok, so let's get you on track. If you have been following the program, some of the steps you may have done. That's great, then it's time to go to the next step. If you're not quite done with any step, go back and finish it before you move ahead.

If you are not sure of the next step, you should be talking to me and I'll direct you to what I think you should be doing.

Now comes the part that some of you will not like.

I told you when you signed up for this program that I was going to make you accountable, so therefore I'm going to ask you each month to fill out an accountability checklist. I'm doing this because I really want you to succeed and I know that if you do what I ask you to do you will get results. It's all about you taking action and being accountable to yourself.

This accountability report that I'm asking you to do shouldn't take you more than a few minutes to complete and its purpose is to "KICK YOU IN THE BUTT", "MAKE YOU THINK" and "MAKE YOU TAKE ACTION" because if you don't...you won't get results.

So here is what I want you to do:

Step 1: Make a several copies of the "Accountability Checklist" on the next page.

Step 2: Fill out the form (you can use your computer and move from box to box by hitting the tab key). You can type directly in to the form and then save it or print out the form and fill it out by hand.

Step 3: Once the form is completed you may either fax a printed copy of the form to me at 651-459-8330 or you can attach a completed form to an email and email it to me at david@rentalrealestatetools.com on or before the 15th of each month.

Step 4: Look at your schedule and schedule a phone call with me each month. I want to talk with you and help you move through this process. You can schedule your call by email or just pick up the phone and call me. If I'm not in, leave me a message of what is a good time to call you back. The number is 651-459-1941.

To sum this all up, it is important to take action. If you don't know what to do, contact me and I'll tell you what you should be doing now. Use the checklist on the next page.

Sample of Completing the Accountability Checklist
The Step-by-Step Accountability Checklist –Page 1

Steps	Action Required	Schedule Start Date	Check when Done
1	Complete all planning sheets, net worth and income sheets	1/15/07	x
2	Download analyzer and watch video	2/1/07	x
3	Look at three properties and run the numbers	3/1/07	x
4	Call 5 lenders and get info	3/15/07	

This gives you some idea of how you write down one thing at a time and work on that until it done.