FolarraStudio

Golf Instructor Planner

grip · swing · score

PRINTABLE · CLIENTS, JOBS & MONEY

This Planner Belongs To

for golf pros and golf coaches

BUSINESS NAME _____

OWNER _____

PHONE / EMAIL _____

SERVICE AREA _____

STARTED ON _____

How to use this planner

- Print the whole planner once, then print extra copies of the pages you use most, such as the New Student Form and Client list pages.
- Print at 100% / Actual size on A4 or US Letter paper. The printable pages have a white background to save ink.
- Hole-punch the pages and keep them in a binder, so you can add pages any time.
- Every page is undated, so you can start in any month of any year.
- Fill in a client profile for each new client and log every job on the day.
- Digital planner: open the hyperlinked PDF in any PDF annotation app and tap the tabs to jump between sections.

My business word for this year

Why I love this work

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New Student Form

details for every new client

CLIENT _____ PHONE _____

ADDRESS _____ EMAIL _____

DATE _____ REFERRED BY _____

Handicap / level

Goals

Clubs

Physical notes

Client List

everyone you work with

CLIENT	PHONE	EMAIL	SINCE	NOTES

Student Profiles

the details that matter

STUDENT _____

PHONE _____

EMAIL _____

HANDICAP _____

PACKAGE _____

STARTED _____

NOTES _____

STUDENT _____

PHONE _____

EMAIL _____

HANDICAP _____

PACKAGE _____

STARTED _____

NOTES _____

STUDENT _____

PHONE _____

EMAIL _____

HANDICAP _____

PACKAGE _____

STARTED _____

NOTES _____

STUDENT _____

PHONE _____

EMAIL _____

HANDICAP _____

PACKAGE _____

STARTED _____

NOTES _____

Lesson Log

every job, recorded

DATE	STUDENT	FOCUS	MINS	PAID
				☐
				☐
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Services & Prices

what you offer

SERVICE	PRICE	TIME	NOTES
Private lesson			
Playing lesson			
Junior clinic			
Lesson package			
Club fitting			

Weekly Schedule

the week at a glance

WEEK OF _____ NOTES _____

TIME	MON	TUE	WED	THU	FRI	SAT	SUN
7:00							
8:00							
9:00							
10:00							
11:00							
12:00							
13:00							
14:00							
15:00							
16:00							
17:00							
18:00							
19:00							

Lesson Plan

one lesson per page

STUDENT / GROUP _____ DATE _____

LEVEL _____ FOCUS _____

Warm up

Drills

- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]

Play / practice

Homework

Student Progress

skills by area

STUDENT _____ MONTH _____

SKILL	START	WORKING	SOLID
Grip	☐	☐	☐
Stance	☐	☐	☐
Full swing	☐	☐	☐
Chipping	☐	☐	☐
Pitching	☐	☐	☐
Bunker	☐	☐	☐
Putting	☐	☐	☐
Course management	☐	☐	☐

Invoice Tracker

get paid on time

INVOICE NO.	CLIENT	DATE	AMOUNT	DUE	PAID
					☐
					☐
					☐
					☐
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Income & Expenses

money in, money out

MONTH _____ GOAL _____

DATE	DESCRIPTION	CATEGORY	IN	OUT

TOTALS _____

Yearly Overview

the business at a glance

YEAR _____ GOAL _____

MONTH	JOBS	INCOME	EXPENSES	PROFIT	NEW CLIENTS
Jan					
Feb					
Mar					
Apr					
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					
Total					

Notes

FolarraStudio

Thank you!

Thank you for choosing FolarraStudio. I hope this planner helps your business run smoothly and grow. If you enjoy it, tell a friend about folarrastudio.com.

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- Questions or ideas? Write to me through folarrastudio.com, I am happy to help.

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