



POWERED BY
CORE TITLE SERVICES



*Plan, Nurture, Close &
Celebrate Every Deal!*

2026

FULL CIRCLE CLOSINGS PLANNER FOR REAL ESTATE AGENTS

NAME





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Celebrate Every Deal!

2026

**FULL CIRCLE CLOSINGS PLANNER
FOR REAL ESTATE AGENTS**



HOW TO USE THIS PLANNER

This planner is **not** about doing everything.

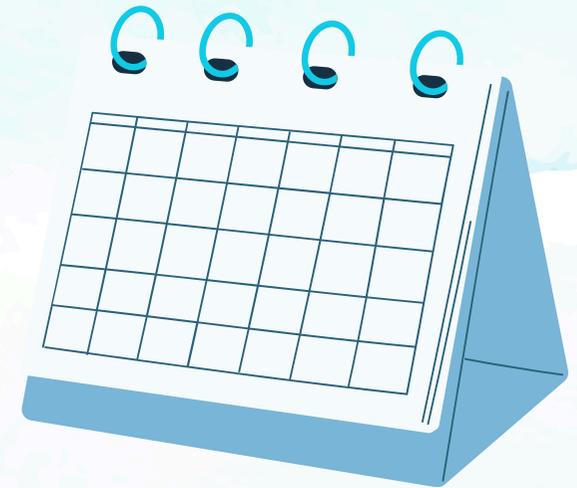
It's about doing the right small things **consistently**.

You don't need perfect days.

You need progress, presence, and follow-up.

Use this planner to:

- Stay clear without overwhelm
- Nurture relationships naturally
- Track deals from lead to closing
- Celebrate every win (yes, even the small ones!)



Consistency beats chaos
every time.

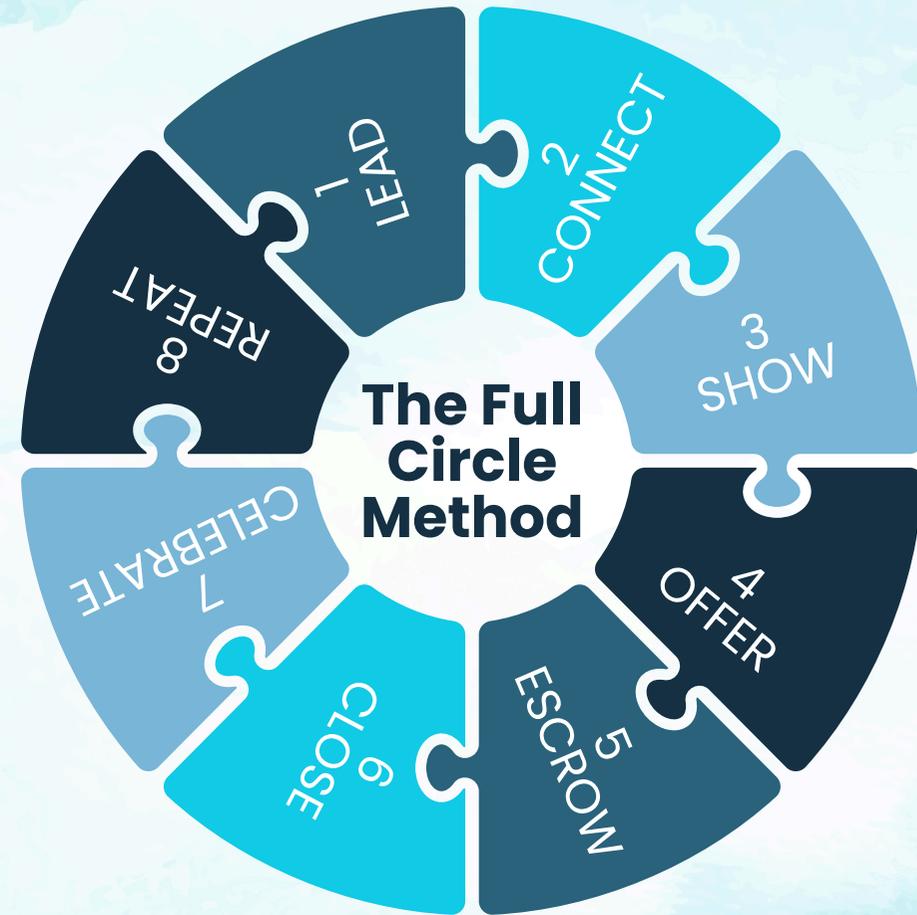


THE FULL CIRCLE METHOD

Every transaction moves through a circle.

Your job is to keep it flowing — calmly and intentionally.

Each page, prompt, and reminder in this planner supports one part of that circle.



Mini Reminder:

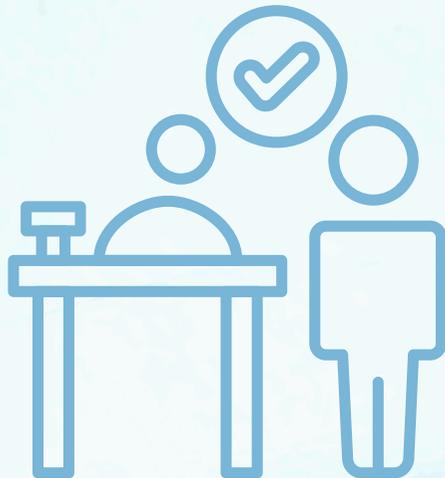
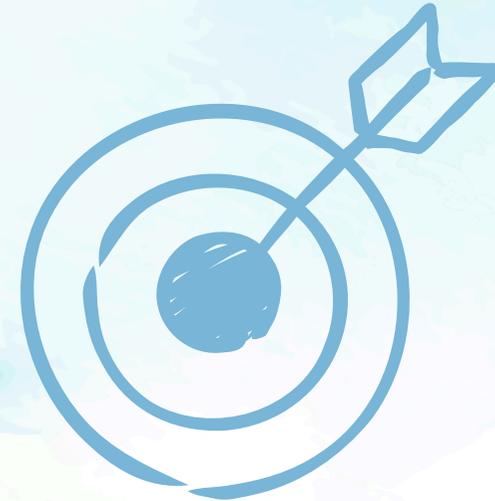
"What's one gentle nudge I can give this deal today?"

WEEKLY CALM PLAN

You don't need hours. You need focus.

WEEKLY FOCUS

- One priority deal
- One follow-up goal
- One marketing action



DAILY CHECK-IN

- Follow up with one person
- Move one deal forward
- Share one value-based touchpoint

**Small actions, repeated with care
create big results."**

LEAD-TO-CLOSING TRACKER

Use this space to visually move deals through the circle.

Lead Name:

Type: Buyer / Seller

Source:

- New Lead
- Contacted
- Showing Scheduled
- Offer Submitted
- Under Contract
- In Escrow
- Closed 🎉

Closing Date:

Celebration Idea:

Every checked box is progress...even the first one.



CLIENT TOUCHPOINT PLANNER

Because relationships close deals.

Ways to Stay Connected (Pick One):

- Quick text check-in
- Voice note
- Social media comment
- Handwritten note
- Market update share
- Celebration message

Who I'll reach out to this week:

**People remember how you made
them feel.**

ESCROW PEACE-OF-MIND NOTES

Use this space to keep deals calm and organized.

Deal:

Important Dates:

- **Inspection:**
- **Appraisal:**
- **Closing:**

Questions to Follow Up On:

**Clear communication
creates confident clients**



CLOSING CHRONICLES (CELEBRATE EVERY WIN!)

Don't rush past your victories — capture them.

Property Closed:
Client Name(s):
Date:

What went well:

Who helped make this happen:

How I'll celebrate: 🎉

Gratitude turns success into momentum.

REFERRAL RIPPLE TRACKER

One great experience creates many more.

Client Name:

Potential Referral Source:

Friends Family Coworkers Neighbors

Follow-Up Plan:

Happy clients love to share.



MONTHLY REFLECTION

(No Pressure, Just Awareness)

Answer what feels right.

- **What worked well this month?**
- **What felt heavy — and how can I simplify it?**
- **What am I proud of?**

Progress, not perfection.

QUICK INSPIRATION PAGE

Use this page anytime you need a reset.

“You don’t have to do it all — just do the next right thing.”

“Calm agents create confident clients.”

“Every follow-up is an opportunity.”

“Your energy sets the tone of the deal.”

“Full circle closings start with intention.”



NOTES (This page is yours)



01

Full Circle Closings Planner for Real Estate Agents

JANUARY



CICI SAYS:
A warm hello to new leads sets a joyful tone!

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

WEEKLY ACTION PROMPTS:

- *Wk 1 (Jan 1–4): Send cheerful New Year greetings via video or card*
- *Wk 2 (Jan 5–11): Pick 3 top leads and plan personal outreach*
- *Wk 3 (Jan 12–18): Follow up with dormant leads, schedule fun mini meetings*
- *Wk 4 (Jan 19–25): MLK Day. inspirational message to your list*
- *Wk 5 (Jan 26–31): Share a fun listing highlight on social media*

FULL CIRCLE FOCUS:

- *Set monthly goals for 3–5 closings and plan the pipeline.*



Small steps start big journeys.

02 FEBRUARY

Full Circle Closings Planner for Real Estate Agents



CICI SAYS:
Send a heartfelt note to a past client this month!

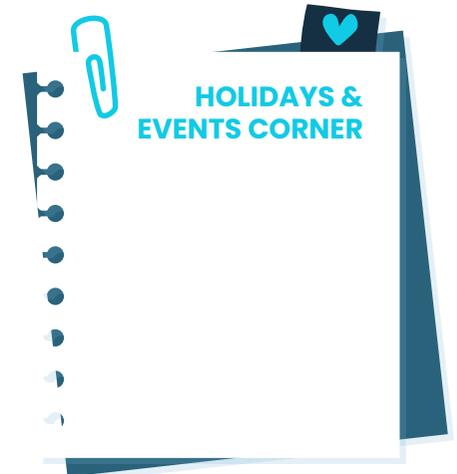
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1	2	3	4	5	6	7
8	9	10	11	12	13	14
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22	23	24	25	26	27	28

WEEKLY ACTION PROMPTS:

- Wk 1: Update your lead list with a positive note
- Wk 2 (Feb 14 – Valentine’s Day): Send fun or heart-themed messages to clients
- Wk 3: Highlight a “dream home match” story on social media
- Wk 4: Plan a small client referral appreciation activity

FULL CIRCLE FOCUS:

- Focus on nurturing relationships and reactivating past clients



Joy grows where kindness flows.

03

Full Circle Closings Planner for Real Estate Agents

MARCH



CICI SAYS:
A spring surprise at showings can spark joy!

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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29	30	31				

- WEEKLY ACTION PROMPTS:**
- Wk 1: Plan a spring-themed open house
 - Wk 2: Add a personal touch to client check-ins
 - Wk 3: Post a short video tour on social media
 - Wk 4: Celebrate one small win and share internally

- FULL CIRCLE FOCUS:**
- *Revive winter leads and convert to active showings*



Little wings build big momentum.

04

Full Circle Closings Planner for Real Estate Agents

APRIL



CICI SAYS:

Clear communication = calm clients + smooth deals!

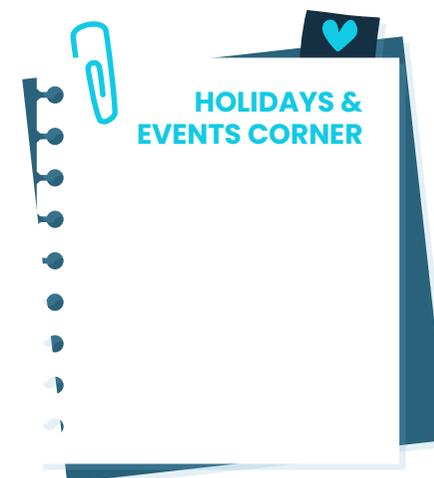
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WEEKLY ACTION PROMPTS:

- Wk 1: Share a "What to Expect This Month" post for buyers/sellers
- Wk 2: Follow up on recent showings with friendly notes
- Wk 3: Ask for client feedback with fun, light tone
- Wk 4: Review conversions, celebrate progress

FULL CIRCLE FOCUS:

- *Ensure active deals move forward clearly and confidently*



Clarity opens doors.



CICI SAYS:

A playful postcard or creative social post gets noticed!

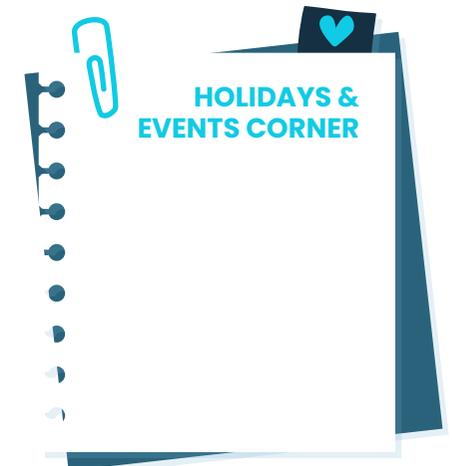
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	<p><i>Marketing with joy brings clients to your door.</i></p>					

WEEKLY ACTION PROMPTS:

- Wk 1: Post a fun carousel highlighting listings
- Wk 2: Share a favorite client story
- Wk 3 (May 25 – Memorial Day): Light, friendly client check-ins
- Wk 4: Update goals & celebrate wins

FULL CIRCLE FOCUS:

- *Boost visibility and engagement for new listings*



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Full Circle Closings Planner for Real Estate Agents

JUNE



CICI SAYS:

A short, cheerful video message brings delight!

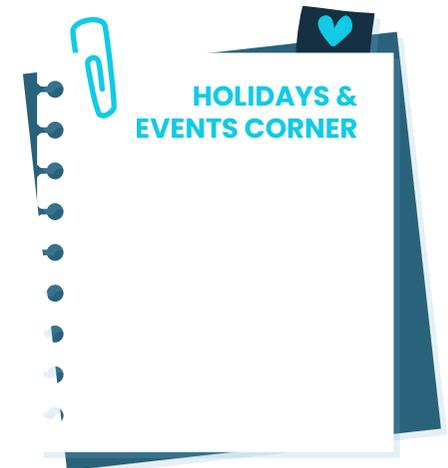
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14	15	16	17	18	19	20
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28	29	30				

WEEKLY ACTION PROMPTS:

- Wk 1: Send summer kickoff greetings to clients
- Wk 2: Highlight a client success story
- Wk 3 (Juneteenth): Share a positive community message
- Wk 4: Reflect on mid-year wins & plan next steps

FULL CIRCLE FOCUS:

- *Mid-year check-in: leads, showings, and pipeline review*



Warm greetings build trustworthy ties.

07

Full Circle Closings Planner for Real Estate Agents

JULY



CICI SAYS:
Friendly check-ins bring listings to life!

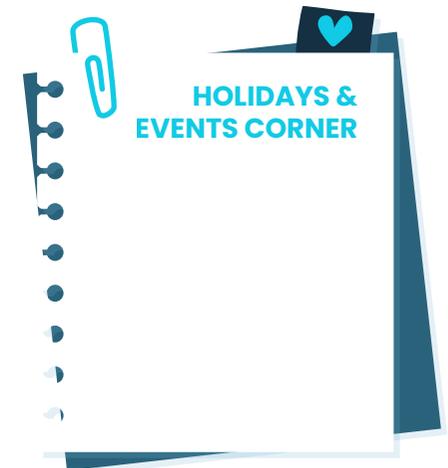
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26	27	28	29	30	31	

WEEKLY ACTION PROMPTS:

- Wk 1 (Jul 3): Fun holiday greeting + light client follow-ups
- Wk 2: Summer listing spotlight posts
- Wk 3: Invite clients to a summer open house or social video
- Wk 4: Round up the month's mini wins

FULL CIRCLE FOCUS:

- *Keep summer leads warm and moving toward closings*



Heat up your closings with heart.

08

Full Circle Closings Planner for Real Estate Agents

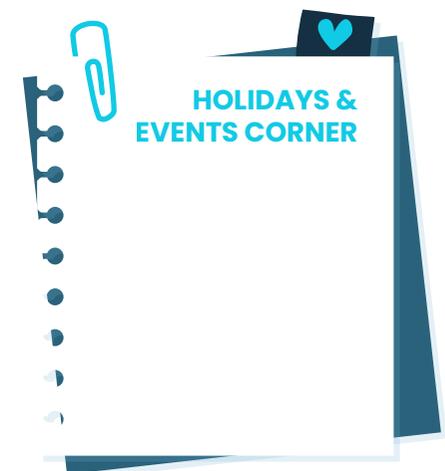
AUGUST



CICI SAYS:
Send shoutouts and celebrate agent collaborations!

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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	<i>Teamwork makes the dream work.</i>				

- WEEKLY ACTION PROMPTS:**
- Wk 1: Highlight one collaborator weekly
 - Wk 2: Share a behind-the-scenes closing story
 - Wk 3: Check-in with top leads for fall planning
 - Wk 4: Prep September content and social posts
- FULL CIRCLE FOCUS:**
- *Strengthen partnerships for smoother closings*



09 SEPTEMBER

Full Circle Closings Planner for Real Estate Agents



CICI SAYS:
Holiday vibes? Send light, friendly check-ins!

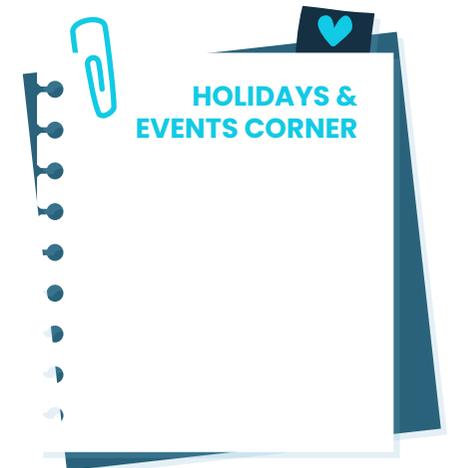
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

WEEKLY ACTION PROMPTS:

- Wk 1 (Sep 7): Labor Day greeting + light follow-ups
- Wk 2: Feature a fall-friendly tip or home prep idea
- Wk 3: Share client appreciation post
- Wk 4: Prep October content & celebrate small wins

FULL CIRCLE FOCUS:

- *Fall planning & nurturing client relationships*



Pause. Refresh. Close with joy.

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Full Circle Closings Planner for Real Estate Agents

OCTOBER



CICI SAYS:
Track progress with joy – every step matters!

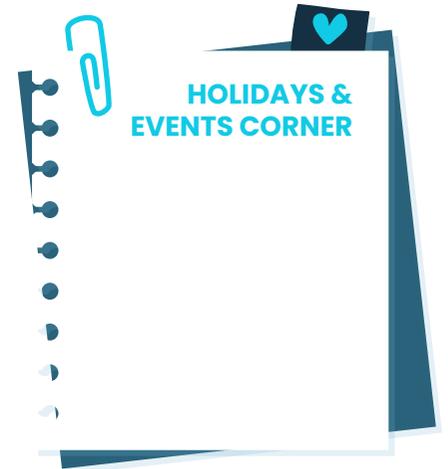
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

WEEKLY ACTION PROMPTS:

- Wk 1: Highlight one collaborator weekly
- Wk 2: Share a behind-the-scenes closing story
- Wk 3: Check-in with top leads for fall planning
- Wk 4: Prep September content and social posts

FULL CIRCLE FOCUS:

- Harvest deals from active leads and close smoothly



Celebrate every match you make.

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Full Circle Closings Planner for Real Estate Agents

NOVEMBER



CICI SAYS:
Give thanks –
and watch joy return!

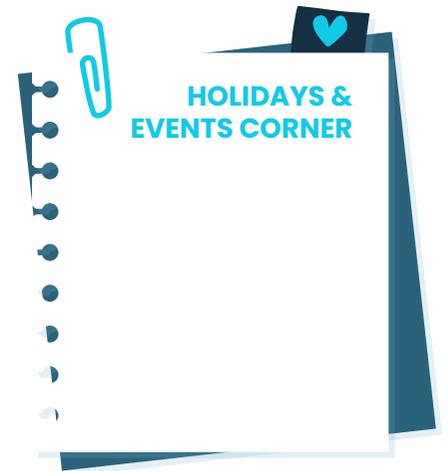
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

WEEKLY ACTION PROMPTS:

- Wk 1: Veterans Day appreciation post
- Wk 2: Light check-ins before Thanksgiving week
- Wk 3 (Nov 26): Send thank-you notes to clients
- Wk 4 (Nov 27): Share referral and appreciation stories

FULL CIRCLE FOCUS:

- Use gratitude to nurture leads and encourage referrals



Gratitude grows good business.

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Full Circle Closings Planner for Real Estate Agents DECEMBER

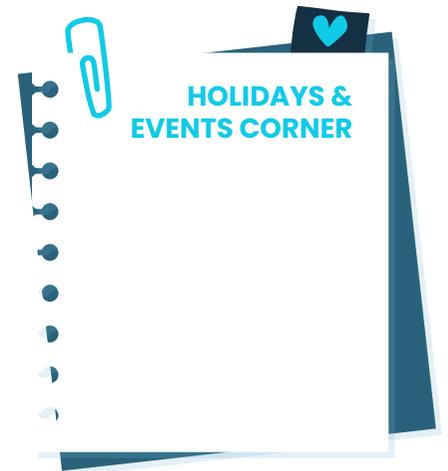


CICI SAYS:
Celebrate every closing with a cheerful message!

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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- WEEKLY ACTION PROMPTS:**
- Wk 1: Highlight yearly wins on social
 - Wk 2: Send holiday warm wishes to clients
 - Wk 3 (Dec 25): Fun Christmas greeting
 - Wk 4: Reflect, celebrate, and gently plan January 2027

- FULL CIRCLE FOCUS:**
- *End the year with full-circle closings and plan a smooth start for next year*



Close with joy — start brighter.

FROM THE CLOSING CIRCLE

This planner is your support system, not a taskmaster.

Some weeks will be busy.
Some days will be quiet.
Both are part of the circle.

Stay present.
Stay kind.
Keep the circle moving.

You've got this. 🦉 ✨

LET'S CONNECT!

- ✉ For inquiries: info@theclosingcircle.com
- 📦 For orders: orders@theclosingcircle.com
- 📞 Call or text us at: **(407) 433-5197**
- 🌐 Visit our website: www.theclosingcircle.com



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IF YOU'VE LOVED WORKING WITH ME, SCAN THE QR CODE AND LEAVE A QUICK REVIEW!



The Closing Circle helps real estate agents stay organized, motivated, and connected — so every lead has a chance to come full circle.