Listening tour questionnaire

Who do you want to speak to?

Their phone number:

Their email address:

Their organization:

Their role at the organization:

Meeting date:

Prep questions:

→ Who do I know that knows this person?
→ What questions do I want this person to answer?
→ What is my main ask of this person?

After the meeting:

→ What follow up should I do now?
→ What asks did I make of this person?
→ What asks did this person make of me?