THE TOPPRODUCERGROUP LLC

CLIENT SURVEYS - MailChimp

Go to www.Mailchimp.com to sign up – http://www.mailchimp.com/signup/h

1. Click on the "Lists" tab (between campaign and reports)
2. Select "Create New List"
3. Fill in the form and save
4. Under your list you will see the link to "create a form" – select "create form" *** this is going to be your lead capture form for Facebook***
5. Create the form and save
6. Log out of MailChimp (don't forget this step)
7. Login to Facebook
8. Go to the MailChimp application http://www.facebook.com/apps/application.php?id=100265896690345
9. Beneath their logo – select "add to my page"
10. Go to your business page
11. Select Edit page
12. Go to the "application" on the left hand side
13. Under the MailChimp app – select "go to application"
14. Select the "list" that you set up earlier and save