



FOR GYM OWNERS, MARTIAL ARTS SCHOOLS, STUDIOS, AND COACHES

# Gym Owner Ops System

Clean up the paperwork, follow-up, and billing around your gym without replacing Mindbody or the scheduling software your members already use.

## If admin is slowing you down

- New inquiries, waivers, agreements, and follow-up live in too many places.
- Private sessions, workshops, and special events need cleaner paper trails.
- Billing and follow-up happen late because the owner is also coaching.
- Mindbody handles scheduling, but the business still needs a stronger back office.

### What changes

- Client-facing docs and invoices look more professional.
- Inquiry and follow-up steps become easier to track.
- Waivers, agreements, special sessions, and admin records stop drifting across inboxes and folders.

### What gets installed

- Branded invoice and client-facing document templates
- Inquiry, waiver, agreement, and follow-up structure
- Private-session, workshop, event, and billing records
- Optional AI support for reply drafts, recap notes, reminders, and invoice wording

### Works alongside

- Built to work alongside Mindbody and similar platforms
- Focused on admin, paperwork, and follow-up around the platform
- Not a class-scheduling replacement

## Investment ranges

FINAL SCOPE SET AFTER A CONSULTATION

### Foundation

**\$1,500**

Inquiry flow, agreements, invoices, and core admin-document structure.

### Core Install

**\$2,500**

Follow-up flow, private-session paperwork, and front-to-back admin structure.

### Automation + Support

**\$3,500-\$5,000**

Event/workshop handling, AI-assisted admin support, and richer organization.

### What the first call covers

- Where inquiries, paperwork, and billing currently get stuck
- Which parts should stay in your existing software
- What can be cleaned up first without disrupting the business

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### Good fit if...

Good fit if you already have members, classes, or sessions running, but the office side still depends too much on memory, texts, and late-night admin.