

VIRTUAL ASSISTANCE

FANCY ASSISTANT

VIRTUAL ASSISTANT

A PROPOSAL BY

FANCY FREELANCERS

PROJECT

VIRTUAL ASSISTANCE

WHO WE ARE

Fancy Freelancers is a digital agency that provides several services to small businesses. By hiring our agency, not only will you have a Virtual Assistant at your fingertips, you now have a FULL virtual crew. We have contractors that are well diversified to meet your business needs.

WHAT WE DO

We provide Virtual Assistance, Social Media Marketing, Management, Web Development services, and Transaction Coordination. We are fully committed to providing all of the necessary steps to increase the growth and development of your company.



OVERVIEW

Kendall,

Thank you for the opportunity to present our proposal to you, I absolutely love what I do, and we have built a business around it.

Helping busy Entrepreneurs is our thing; we commit to providing excellent service.

Once you view this proposal and sign the contract, here is what happens next. We will schedule our first onboarding phone call, which will help us to uncover all areas that need attention. We will invite you to our Trello board for us to communicate and xfer files unless you have your own task management system.

Well, you're in the right place because it is our mission to see your business grow!

This proposal sets out a solution for you...

That means:

- Less worry on your mind
- We do the work for you
- More time to be productive
- Increased freedom and time saver



Giving you the freedom that you desire.

WHAT WE WILL DO FOR YOU?

30 GRAPHICS PER MONTH
\$500.00

WHAT WE WILL DO FOR YOU?

50 GRAPHICS PER MONTH
\$700.00

WHAT WE WILL DO FOR YOU?

100 GRAPHICS PER MONTH
\$900.00

SAVING YOU TIME TO MAKE MORE MONEY!

FLEX PAYMENTS AVAILABLE

*TIERS ARE BASED ON VOLUME



Giving you the freedom that you desire.



RETAINER RATES

VIRTUAL ASSISTANTS

BUSINESS MANAGERS

VA RATE

20 HOURS PER MONTH

\$997.00

MGR RATE

20 HOURS PER MONTH

\$1497.00



VA RATE

40 HOURS PER MONTH

\$1497.00

MGR RATE

40 HOURS PER MONTH

\$1997.00

VA RATE

80 HOURS PER MONTH

\$1997.00

MGR RATE

80 HOURS PER MONTH

\$2497.00

VA RATE

FULL TIME

\$2997.00

MGR RATE

FULL TIME

\$3497.00



SAVING YOU TIME TO MAKE MORE MONEY!

FLEX PAYMENTS AVAILABLE

*TIERS ARE BASED ON VOLUME

Giving you the freedom that you desire.



PLAN OF ACTION

1

YOU APPROVE THE PROPOSAL

If you are happy with this proposal, please see the link that will provide with our agreement and payment link.

2

WE SCHEDULE THE ONBOARDING

This is where we do the meet and greet with your Virtual Assistant or Business Manager. We will discuss Business Overview, Branding, Expectations, and Do's and Don'ts.

3

WE PROVIDE YOU WITH THE SERVICES

We setup a Trello board and list what needs to be done, when we start on the task and once it's been completed. You will always be in the loop!



THAT'S IT! EASY PEASY!

It's time to outsource to Fancy Freelancers.