

## Top 10 Ways We Can Help You, Save Time!



### Business Travelers – Always On The Go

If you're a business traveler, Exec-u-sist can help in numerous ways. When out of town, we can find you a good restaurant, Movie Theater, a specific show or the most popular watering hole. In the meantime, we'll do the grocery shopping and have it all put away, arrange for a pet sitter or drop off and pick them up from the kennel, sort your mail, take your car in for maintenance and have the temperature set just right for your return home. We can even make all your travel arrangements or **just** provide transportation to & from the airport. One call does it all.



### Busy Professionals - Time Is Money.

While you concentrate on your career, Exec-u-sist can take care of the necessary, routine errands and maintenance items so you have more time to devote to your successful journey.



### Companies - The Gift Of Time

Exec-u-sist is a great gift or bonus incentive! Give your top performers their own personal assistant. One time gift certificates or frequent use contracts are available. Contact us for a consultation on how to use Exec-u-sist as an added benefit to working for the best boss in town, YOU!



### Mature Adults - We All Need Help Sometime

Exec-u-sist understands as we get older it becomes increasingly difficult to get out and around. That's where we can help by bringing the groceries, prescriptions or run errands for you. We even deliver gifts on your behalf to local recipients. It's our job to make your life easier and less stressful. We will gladly deal with voice mail and automated answering machines to make your appointments and confirm them the day before.



### New Parents - They Grow Up So Fast.

A new baby brings huge responsibilities and requires all of your attention. Out of diapers or formula? We deliver to you! We can also make arrangements to have meals delivered or provide someone to let you get in the nap you so desperately need!



### New Home – Moving?

Moving can be such a hassle, but Exec-u-sist can make it easier. We will do all the legwork to turn off old utilities and turn on the new ones, line up lawn care, trash removal, and even stock your refrigerator with groceries so you can feel right at home on day one. Exec-u-sist can also help those new to the area with restaurant, shopping and entertainment arrangements!



### **Outpatient Surgery Patients - Recuperation Assistance**

You already asked a friend to bring you home from the hospital after surgery. Now who is going to stop at the drugstore to pick up the prescription? Did you remember to get the groceries you need over the next few days? One call to Exec-u-sist and everything will be taken care of for you.



### **The Organizationally Challenged - Can't Seem To Get Organized?**

Exec-u-sist consultants can help you gain piece of mind through organization. An initial consultation will help build a process to organizing your life. We will then start helping you get your house in order; closets, filing cabinets, basement, etc. Then onto organizing the rest of your life through calendar management and creating a life plan to stay organized. Don't do this alone, get your family involved and call Exec-u-sist!



### **Two Career Families - There's Just Not Enough Time.**

At the end of a long day wouldn't it be nice if someone had already done the grocery shopping and picked up the dry cleaning? Let Exec-u-sist free up your weekends to spend with your family instead of catching up on all of those errands you didn't have time to do during the week. It's just that easy! Give us a call to see how we can help.



### **Everyone - Are You Always Taking Care Of Others And Never Making Time For Yourself?**

Are you craving dinner at home with food from the restaurant that doesn't deliver? Exec-u-sist will deliver it! Do you want a night out with that special someone but can't think of what to do? Exec-u-sist can arrange it! Have you ever forgotten someone's birthday or an anniversary? Exec-u-sist will remind you and even help pick out the best gift or *send out cards* in your name. Can the repair guy only be there from 10am to 1pm on a work day? We'll let him in and manage the work to your satisfaction. Contact us today and let us give you more time to live your life!