

**If you could hand over part of your to-do list to a trusted assistant...**

**...How would you spend your time?**

**Prospect for new customers? Expand your business? Spend time with family and friends? Pursue your long-neglected interests?**

Small business owners and executives do it all, from soup to nuts. But as your business grows, you'll find you simply can't do it all ... at least not alone.

You need an assistant. You need a creative professional with a vested interest in your success. You need a behind-the-scenes partner to take some of the chores off your desk. You need someone whose job is to make your job easier.

**Rescue Desk** is just that assistant, helping you get back to doing what you do best. As your **Virtual Assistant**, Rescue Desk will "rescue" you from some of the tasks on your to-do list, and give you back your most important commodity -- your time.

**Services:**

Writing & Editing  
Creative Development  
Research & Planning  
Executive Assistance



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