

EXTRA EXTRA!

The Extra Hands Virtual Assistants Newsletter



CLIENT AND TALENT APPRECIATION CORNER

DEPHON ROBINSON

BUTLERS PANTRY

Chef DePhon Robinson is a Hospitality and Culinary Ambassador with the goal of providing unique, high-quality culinary creations, consulting, and event services. . DePhon has provided personal culinary services for several high-profile clients including Tyler Perry, Queen Latifah, Gabrielle Union, Grammy Awarded Singer Monica, Lil Wayne and Olympian of the Century, Carl Lewis.

MICHELE RIVERA

Extra Hands Virtual Assistant

Our Michele brings over 25 years of hospitality and restaurant management to our team; equipping her with the ability to multi-task, streamline tasks and organize any business, regardless of the size and structure. Based in Atlanta, Michele prides herself on reliability and professionalism.



WHERE IS RASHEED?

Rasheed's Corner offers inspirational insights paired with his life travel experiences



Are you and your business prepared for the fall? What can you do to prepare your business for the season? Here are some tips that should hopefully help.

1. **Prepare for Holiday Sales**
2. **Attend or exhibit at Trade Shows**
3. **Build a reserve of summer businesses to reach out to next year**
4. **Stay on top of your suppliers**
5. **Develop your annual biz and marketing plan**
6. **Take action - Any action.**

Don't let the year-end without reaching for the stars. Accomplish those goals, check off something on the to-do list. Take action and get something done.

CLIENT REFERRAL PROGRAM

As a trusted colleague, we value your business and opinion. If you know someone in need of our service and refer them, you receive 50% off your bill!

Inquire Today! *

*Referral valid on one year, new client contracts only and will be applied to your account after the new clients first billing cycle. Terms and conditions apply.

EXTRA HANDS
Virtual Assistants
www.extrahandsvas.com

We're Here to Help

www.extrahandsvas.com
Instagram/FB: Extra Hands VAS
917-455-9792

