Your Partner *for* Success

The Virtual Legal Assistant
in the business of supporting your business

LEVERAGE YOUR BUSINESS THROUGH A COLLABORATIVE PARTNERSHIP AND SAVE BOTH TIME AND MONEY.

Today, businesses of every size face increasing client pressure to build greater value and efficiency into their company's services cost structure. Why not consider turning to a Virtual Assistant to cut costs and increase your firm's value?

> *"Nothing less than professionalism, quality, and timeliness—crucial elements for maintaining our clients' professional credibility in an increasingly fast-paced business environment."*

The Virtual Legal Assistant, Inc., a U.S. based virtual assistance company offers top-notch virtual secretarial services to law firms and small businesses nationwide.

*Your work is **never** outsourced to any overseas third party.*

Take advantage of limited time discounts!

Ongoing Hourly Package
Regular Hourly Rate: ~~$50.00 per hour~~

$45.00 per hour
Limited Time Rate

Monthly Retainer Package
Regular rate: $2,500.00 per month

Book the Monthly Retainer Package for 90 days to receive a special discount. *Includes unlimited business hours.*

$150.00 OFF
First month of services

Please call for a free consultation ►►►

Ongoing Hourly Package
$45.00 per hour

- Monday to Friday 9:00 a.m. to 5:00 p.m. (your time zone)
- Can be utilized for any project
- Must book a **minimum** of 15 hours

Monthly Retainer Package
$2,500 monthly retainer fee

- Monday to Friday 9:00 a.m. to 5:00 p.m. (your time zone)
- **Unlimited** monthly business hours
- Ideal for the busy professional or organization looking for a full time assistant to handle all their administrative needs including telephone services

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231 North Avenue West, Suite #329
Westfield, NJ 07090 USA

(800) 682-0882
www.tvlai.com