



**Flexible Options**

5-25 Hour VA Bundles.  
Customized Packages.

**Affordable Solutions**

Only pay for what you need.  
No overhead costs.  
No employee related costs.

**Save Your Time**

Have a dependable source to  
delegate projects to.

**Make More Money**

Focus on making your biz  
more money.

**Tools We love**

- Google services
- WordPress.org
- vanetworking.com
- Microsoft Office 2007
- 1shoppingcart.com
- 1stmanager.com
- myhours.com
- basecampHQ.com
- leadtoClose.com
- primopdf.com
- 1and1.com
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**Ultimate Biz Assistant**

*Committed to Assist you  
Virtually Anywhere!*

613.424.0019  
ultimatebizassistant@gmail.com  
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