

*get to know*  
**READY ASSIST  
STUDIO**

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Unlock your  
freedom, reclaim  
your time, and  
transform the way  
you work.



*about*  
**ready.assist**

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With Ready Assist Studio  
Admin, we streamline your  
processes, handle the details,  
and empower you to focus on  
what matters most. Discover  
how effortless productivity  
can be when you have the  
right support by your side.





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*our offer at*  
**ready.assist**

**FIND THE  
SUPPORT  
THAT FITS**  
*you*

**Choose from our Trades, Lifestyle and Business options, or let us create a bespoke package just for you.**

**Plus, you can add extra services whenever you need them. With Ready Assist Studio Admin, flexible support is always within reach.**

**Whether you're a tradesperson, a busy professional, or looking for personal lifestyle support, we offer tailored packages to match your needs.**



# **BUSINESS** *admin package*

Smart, flexible admin support to keep your business running smoothly. From diary and calendar management to inbox monitoring, CRM updates, project coordination and even budget tracking, we handle the detail so you can focus on growth.

packages from £200 p/m



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*packages at*  
**ready.assist**

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**The Basics Package**  
starting from £200 per month

**The Builder Package**  
starting from £400 per month

**The Premium Package**  
starting from £700 per month



# LIFESTYLE

*admin package*

Let us organise the details  
so you can enjoy more  
balance. Whether it's  
weekly schedule  
management, booking  
appointments, planning  
holidays or arranging  
travel, we take care of the  
tasks that free up your time

packages from £150 p/m



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**The Basics Package**  
starting from £150 per month

**The Builder Package**  
starting from £250 per month

**The Premium Package**  
starting from £500 per month



*packages at*  
**ready.assist**

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# TRADES

*admin package*

We take care of your quotes, scheduling, emails and invoicing so you can stay focused on the job.

From light-touch paperwork to full inbox and client management, our support can even be cost neutral - built into your quotes so it never cuts into your profits.

packages from £250 p/m



**The Basics Package**  
starting from £250 per month

**The Builder Package**  
starting from £500 per month

**The Premium Package**  
starting from £750 per month

*packages at*  
**ready.assist**

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*reach*  
**ready.assist**



**WHAT ARE YOU WAITING FOR?**  
*contact us today*

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**07555911479**  
**admin@readyassiststudio.com**

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