



Do you own your own business?

Are you doing the back office work yourself?

You're doing the "I own my own business" thing, wrong!

www.orcvirtual.com | admin@orcvirtual.com

BACK OFFICE ASSISTANCE

Stop staring at the computer – get out and do what brought you into business in the first place! Let us handle everything from newsletters, Eblasts, social media, reports, basic bookkeeping, even human resources management!



GRAPHIC DESIGN SERVICES

From business cards to building signs, logos, and print materials, we are your one-stop-shop for all things graphic design.

Contact us and let's talk about your graphic art needs and, no, graphic design does not have to be out of reach!

AMERICAN-BASED CONTRACTORS

We do not outsource outside of the United States. All of our contractors who work on tasks and projects for our clients are contracted with us, managed by us, and are industry-relevant professionals.



COACHING AND MENTORING

Our CEO is a much sought-after coach and mentor for entrepreneurs, small business owners, as well as real estate investors! Curtis takes an accountability-partner approach to coaching.

CHECK OUT OUR CEO'S PODCAST AVAILABLE ON APPLE PODCASTS
THE ENTREPRENEUR'S WAYSIDE