

First A&D Investments LLC Online Business Management



WELCOME

TREVA ALLEN **OWNER**



Owning a business is a thrilling yet daunting journey. It's thrilling because it's a labor of love, yet it can be daunting when overwhelmed by numerous priorities, leaving little room to savor achievements. I recall an unforgettable moment during my visit to Rwanda's Mt. Bisoke, where a hike unexpectedly led me to encounter a group of endangered gorillas. Amidst excitement and trepidation, our hike was guided by tour experts and a park ranger, ensuring the gorillas' safety.

This experience mirrors the unpredictable nature of both personal and professional endeavors. It reminded me of a pivotal moment when the gorillas emerged onto our path. I sought support, asking the guide to stand by me, aiding our progression. It's in these uncertain moments that we grow.

Just as that guide assisted me, I'm here to guide your business. Drawing from my expertise, I'm dedicated to propelling your business to new heights. Let's navigate the uncertainties together, ensuring progress and success in your entrepreneurial journey.





PRICING **BUILD YOUR OWN PACKAGE**

INBOX MANAGEMENT SUPPORT

\$200 to \$500
(per week)

PACKAGE INCLUDES:

- **Administrative tasks and data entry**
- **Email management**
- **Calendar/Scheduling management**

CUSTOMER SERVICE SUPPORT

\$600 to \$800
(per week)

PACKAGE INCLUDES:

- **Customer engagement and social media support**
- **Develop process improvement strategies (streamline your operations)**

BUSINESS GROWTH SUPPORT

\$1,000 to 2,000
(per month)

PACKAGE INCLUDES:

- **Accounting Support (bookkeeping, tax planning, and financial planning)**
- **Project Management Support**

Additional hours will be charged at \$30 per hour,
or you may choose to upgrade to the next package tier.



LET'S DO THIS

**READY TO TAKE YOUR
BUSINESS TO THE NEXT LEVEL?**



**GIVE ME A
CALL TODAY
888.291.2292**

**If you have any additional questions,
don't hesitate to email me
info@firstadinvestments.com**