

# Pepper's Personal Assistants Overview

### Who We Are

Founded in 2012, Pepper's Personal Assistants is anchored in the mission (and joy!) of helping discerning professionals bring more ease into their lives through household management services. We cater to busy individuals and families that are feeling overwhelmed with their obligations, or have a desire for more free time in their lives. Get ready to de-stress in ...3 ...2 ...1.

Your dedicated personal assistant comes to your home weekly to define & refine the Weekly "To-Do" List. Our Household Management team handles recurring tasks like errands, laundry, filing mail & making appointments as well as more "one off" situations like product & service research, setting up auto-pay for bills or working with contractors and categors.

Pepper's Personal Assistants has built a reputation as Seattle's leading expert in concierge & lifestyle services. Our organic growth over the past 6 years is attributed largely to the referrals of <u>satisfied clients</u>. We pride ourselves in building long-term client relationships founded on quality and trust. Let Pepper's Personal Assistants liberate your time so you can enjoy the things you love.

### Why Hire A Personal Assistant?

#### 1 For Yourself

We'll help you gain back your personal time, so that you can focus on what matters most to you, while we take care of all the time-consuming details involved in errands, chores and household management.

#### 2 For Your Family

Working households often require extra help in managing day-to-day household activities. Give your family the invaluable gift of more time together. A personal assistant will help <u>complete your household management</u> <u>obligations</u>, so that you can spend your free time on what's really important.

#### 3 For Employees

Reward your busy employees with the gift of more time. Increase their happiness and productivity by hiring a personal assistant to help manage all of those small daily tasks that take up their time. Employees are looking for experiences and flexibility. Our services are a unique and exciting way of attracting and retaining high performing employees.

#### Who uses our services?

We <u>take care of the daily details</u> so that busy individuals, couples & empty nesters can focus on the larger picture of family, career and health.

- Professionals that value time
- Small business owners
- People who need help organizing their lives
- Couples who are both in leadership roles
- Professionals relocating to Seattle
- Two income families with kids
- Business travelers that need help while they are gone
- Single professionals that can't do it all by themselves
- People with no family in the area needing a support system
- Empty nesters focusing on their careers

### Our most popular tasks and ways to help:

- Laundry we do it start to finish
- Managing household maintenance (repairs, gutters, windows, furnace, handyman)
- Tidying up (dishes, trash, organize paperwork, make the bed)
- Errands (prescriptions, gift shopping, returns, post office)
- Grocery shopping even with Amazon Fresh we can unpack, prep produce and recycle
- Pet care (vet, groomer, walks, companionship)
- Amazon package returns to UPS
- Organizing (pantry, linen closet, junk drawer, clothing)

What's your one thing you dread doing that we can take off your list?

### Our Team:

We build <u>trust-worthy teams</u> of credentialed assistants to help you manage your household with additional ease.

Every good relationship starts with trust. Pepper's Personal Assistants builds strong, trusting connections with clients and their families on a weekly basis. To earn this trust, we:

- Meet face-to-face with clients to determine your exact needs.
- Take the time to get things done efficiently, with transparent billing in a real-time hourly management system.
- Practice open communication with 10-minute check-ins.
- Build lasting relationships with our clients.

Imagine your home running smoothly and efficiently in a matter of weeks; let us get you organized and take care of your to-do lists. Most clients feel instant relief the day they hire us.

## How to Get Started

The first step in managing your household is meeting with <u>one of our experienced team members</u> to see where you might require extra support. We listen to your specific needs and then set-up an individually tailored weekly schedule to serve you.