

Services cont'd

Continued

ARRANGEMENTS

Act as a liaison with home vendors

- *Landscapers
- *Plumber
- *Electricians
- *Phone
- *Cable
- *Deliveries
- *Cleaners

HOUSE SITTING

- *Peace of mind check-in
- *Pick up mail, newspapers, trash
- *Animal care
- *Water plants

SPECIAL OCCASION/HOLIDAY PLANNING & COORDINATION

- *Research/organize party themes
- *Gift ideas/shop for guest gift/favors
- *Plan menus
- *Deliver food/beverages
- *Invitation ideas & ordering
- *RSVP list Coordination

ACT AS LIAISON WITH PARTY VENDORS

- *Caterers
- *Florist
- *Entertainment services/bartenders or party staff
- *Photographers
- *Furniture rentals

PERSONAL SHOPPING

- *Shop & purchase gifts
- *Gift wrap
- *Unique gift ideas

REMINDER SERVICE

- *Anniversaries
- *Birthdays
- *Appointments

TERMS & CONDITIONS

In A PINCH a concierge service

In A Pinch holds the right to refuse business if it feels unsafe and unsuitable for its employees.

If services are requested outside of standard *In A Pinch* business hours, additional charges may apply.

We will reply to all requests for services within 24 hours.

We request that you provide at least 24 hours lead time on all requests. We will always do our best to fulfill requests for service as soon as possible.

We are on a first come, first served basis.

Any purchases made by *In A Pinch* for the customer will be charged a 10% surcharge.

Service exceeding 20 miles distance may incur additional hours.

In A Pinch reserves the right to make all final decisions on services and related costs.

All additional service charges incurred such as groceries, dry cleaning etc. will be due upon completion of service.

661.832.6600www.inapinchservice.com*

IN A PINCH

A Concierge Service



Utilizing *In A Pinch* is having the service of a Personal assistant when you need one.

Tel. & Fax: 661.832.6600 or
661.873.7580

www.inapinchservice.com

Services

ERRAND SERVICE

- *Dry cleaning
- *Gift Wrapping
- *Car service/gas/wash
- *Movie rentals/returns
- *Post office, FedEx, UPS
- *Bank deposits
- *Organization
- *Grocery shopping
- *Prescription drop off/pick-up
- *Photo drop off/pick-up

ENTERTAINMENT

- *Movie tickets
- *Theater
- *Sporting events
- *Special events

TRAVEL ARRANGEMENTS

- *Airport transportation
- *Airport bus/train ticket arrangements
- *Airline ticket arrangements
- *Rental car arrangements
- *Hotel/resort arrangements
- *Destination information

WAITING SERVICE

- *Cable installation or
- *Deliveries
- *Home repair workers

SCHEDULING APPOINTMENTS

- *Doctors/dentist
- *Home repair
- *Salon
- *Spa
- *Golf

661.832.6600www.inapinchservice.com*

About Me

In A PINCH a concierge service

Alexis

She's classy, energized and honest. As the youngest in her respective family she has learned early on to take directions and to be resourceful. She is personable and loves being productive.

Alexis Valpredo graduated from Garces High School and then followed her brother and sister to Santa Barbara where she attended school and worked for Holiday Inn as the manager of the front desk. Alexis came home to attend Bakersfield College where she graduated with an associate's art degree in Business Administration and Liberal Studies. Going in a different direction, she worked for a year as an expeditor for a local interior design firm until the opportunity to begin her own business presented itself.

661.832.6600www.inapinchservice.com*

661.832.6600www.inapinchservice.com

Dates

*\$18- "Easy Errand" is any service completed in less than one hour.

*\$35- An hour for requested service.

*Payment for services is due upon completion.

*All additional service charges incurred, such as dry cleaning, groceries etc. Will be due upon completion of service.

*Any purchases made by *In A Pinch* for the customer will be charged a 10% surcharge.

*Call us today for a private, confidential consultation. We can usually start your job within 24 hours.** Of course, if immediate assistance is needed, we can work with you to take care of your request as soon as possible.

*In A Pinch is on a first come first served basis.

Business Hours

Monday-Friday 9am-6pm

Premium hours 6am-9am/6pm-10pm

Saturday 10am-2pm

Sunday By Appointment

Alexis.InAPinch@yahoo.com

661.832.6600*www.inapinchservice.com*