



# USE LIFE SIMPLIFIED AS AN EMPLOYEE INCENTIVE

“ We have seen a great response from our key employees since the launch of this incentive. This service has allowed employees to complete tasks that they previously didn't have time for. ”

Life Simplified is a personal assistance and concierge services company. We help employees accomplish many of the daily tasks that they can't or just don't want to do. Life Simplified will work closely with them to identify, anticipate and accommodate their needs and exceed their expectations. Whether they have a busy family or career, Life Simplified is the answer. Let us take over their to-do list, grocery shopping, oil changes, travel arrangements and home organization. These are just a few things we can do to help make their life easier.

Life Simplified will provide a complimentary consultation to every recipient who receives this incentive. During this meeting, we will identify what services meet their needs and create a plan to simplify their busy schedule.

## INCENTIVE PACKAGES



-  Family and Executive Assistant Services
-  Senior Care Assistance
-  Personal Shopping
-  Event Planning and Coordination Services
-  Vacation and Travel Services
-  Temporary Office Help

Life Simplified recommends saving with a monthly membership package!

### Incentive Packages:

**Incentive 1**  
 (10 hours/mo)  
**\$370**

**Incentive 2**  
 (20 hours/mo)  
**\$720**

**Incentive 3**  
 (30 hours/mo)  
**\$1,050**



## YOUR KEY EMPLOYEE CAN TAKE ADVANTAGE OF THE FOLLOWING SERVICES



### Family and Executive Assistant Services

- Appointment scheduling
- Grocery shopping
- Travel arrangements & packing
- Dry cleaning drop off/pick up
- Coordinate home cleaning and repairs
- Activity planning for out-of-town guests
- Prescription pick ups
- Dining reservations and recommendations
- Babysitter recruiting/scheduling
- Car maintenance (oil change, gas up, wash, registration, detail, inspection, repair)
- Package prep and shipping
- Banking
- Meal delivery
- Waiting services: cable, telephone, utility installation or repair, furniture and appliance deliveries, home maintenance/repair workers
- Thrift shop drop offs
- Dog walking
- Home organization: closets, kitchen, children's room, storage space
- Office organization
- Computer organization (email lists, address lists, photos, software organization)
- Meal planning
- Movie and event tickets
- Golf tee times
- New mommy services
- Transport pets to and from the vet
- Organize, schedule lawn services
- Holiday decorating and decoration take down services
- Moving/Relocation services
- Tutoring
- Laundry



### Personal Shopping

- Gifts, clothing, household items
- Returns and exchanges
- Gift-wrapping
- Shipping and delivery



### Senior Care Assistance

- Medication reminders (personal, email or phone)
- Accompany seniors to appointments, doctors visits
- Assist with basic household needs
- Grocery shopping with home delivery and restocking
- Assist with mail sorting and/or bill paying
- Coordinate home cleaning and repairs
- Meal delivery



### Event Planning and Coordination Services

- Develop/organize party themes for birthdays, Bar/Bat Mitzvahs, Sweet 16, graduation parties, reunions, anniversaries
- Coordinate transportation, activities, accommodations for your out-of-town guests
- Coordinate and schedule party vendors (caterers, florist, entertainment, photographers)
- Address invitations
- Write thank you notes
- Order and mail invitations, thank you notes, greeting cards
- Bridal assistant before or after the wedding
- Holiday party and event planning
- Day-of event coordination services
- Business and Corporate event planning



### Vacation and Travel Services

- Home safety check when out of town
- Water lawn and house plants
- Bring in mail and newspapers
- Take out trash for trash pickup
- House sitting
- Pet sitting, pet walking, feeding, playing
- Transportation and lodging arrangements
- Car/limo service and rentals
- Vacation home rentals



### Temporary office help

- Filing
- Answering phones
- Organizing
- Researching
- Appointment Scheduling