



Checklist

CREATIVE ONLINE BUSINESS SUPPORT Virtual Assistance

10 SIGNS YOU NEED VIRTUAL ASSISTANCE

- You're not getting the important stuff done
- You don't have enough hours in the day
- You're doing tasks you know someone else can do much faster
- You feel like you never seem to catch up
- You struggle to meet deadlines
- You're feeling stressed and know your health is suffering
- You spend hours on tasks and often accomplish very little
- You're trying to learn creative skills that aren't in your skill set
- You're having to turn work away and/or missing opportunities
- You feel like you're losing that all important work/life balance.

5 SIGNS YOU'RE READY FOR VIRTUAL ASSISTANCE

- You feel ready to let go and relinquish the control of creative tasks
- You're ready to grow your business to the next level
- You've definite tasks you're ready to delegate
- You've a budget for regular creative help
- You've done some research and have spoken to others about virtual assistance.

Remember,

where you are now, is where you once dreamed of being!

Choosing to outsource those creative tasks is the best time investment you can make to keep your business running smoothly, and to keep your sanity in the process!



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READY TO DITCH THAT OVERWHELM?

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