

P.A. for Today

Have you ever had one of those days? Those days where you're stressed out trying to get everything done!? P.A. for Today is here to help busy Companies, Parents, Grandparents, Fulltime Workers and Retirees by assisting in the day to day duties that get too much for just one person!

P.A. for Today is here to help with:

- » Event planning and promotion (kids parties, wedding, hens, etc)
- » Meeting/event catering ordering, collections and delivery
- » Meeting organisation/set up
- » Shopping assistance (for gifts, etc)
- » Printing, mail out and brochure assistance
- » Dry cleaning delivery and drop off
- » General typing, filing, etc
- » Organisational systems and assistance
- » House/office move, pack up/unpack
- » Assisting with organising house/office tradespeople, gardeners, cleaners etc
- » General day to day duties

Hire your own reliable *Personal Assistant* just for today and even tomorrow. Please call or text booking to 0415 193 850 or Email: pafortoday@outlook.com

Open Monday to Friday 9.30am – 4.30pm
Available around central Gold Coast area only

24 hour notice required, cancellation fees apply
Prices From \$25 per hour (Based on two hours. Prices can vary depending on task.)

