



## SOCIAL MEDIA SERVICES

Content research	\$10.50
Creation of static posts (images)	\$10.50
Creation of reels (quick 2 to 10-second videos)	\$10.50
Creation of captions	\$10.50
Content planning / Creation of content calendar	\$10.50
Hashtag research	\$10.50
Competitor research	\$10.50
Monitoring of Analytics (Views, Reach, Engagement, Followers, etc.)	\$10.50

## MULTIMEDIA SERVICES

Basic video editing	\$10.50
Advanced video editing	\$10.50
Video creation	\$10.50
Audio enhancement	\$10.50
Advanced photo editing	\$10.50
Creation of presentation slides	\$10.50

## WEBSITE AND TECH SERVICES

Domain setup	\$19.50
Website design and creation	\$19.50
Website maintenance	\$19.50
Software setups	\$19.50
Email setup	\$19.50
List segmentation	\$19.50
Creation of funnels	\$19.50
Other tech-related tasks	\$19.50

## ADMINISTRATIVE SERVICES

Client Care	\$22.50
Email Management	\$22.50
Calendar Management	\$22.50
File organization	\$22.50
Schedule Management	\$22.50
Basic Research	\$22.50
Other administrative tasks	\$22.50

## PROJECT AND TEAM MANAGEMENT

Creation of Standard Operating Procedures (SOPs)	\$22.50
Creation of systems and workflows	\$22.50
Setting up project management software	\$22.50
Review and approval of projects done by the team	\$22.50
Creation of eco-system	\$22.50
Hiring and Virtual Interviews	\$22.50
Payroll management	\$22.50
Creation of Key Performance Indicators for team members	\$22.50
Management of Performance Reviews	\$22.50
Team coordination and support	\$22.50

## CONTENT WRITING

Email sequences	\$22.50
Welcome Emails	\$22.50
Newsletter	\$22.50
Abandoned Cart	\$22.50
Win-back	\$22.50
Invitation	\$22.50
Reminders	\$22.50
Nurture	\$22.50
Website content	\$22.50
Website pages	\$22.50
Landing pages	\$22.50
Thank you pages	\$22.50

# PACKAGES

## SOCIAL MEDIA SERVICES

# OF POSTS/MONTH	# OF HOURS	NOTE	RATE	TOTAL
8	7	CREATION OF POSTS, CAPTIONS, AND IMAGES	\$10.50	\$73.50
	1	POSTING	\$10.50	\$10.50
	3.5	REVISION	\$10.50	\$36.75
	1.5	REVIEW	\$22.50	\$33.75
				<b>\$154.50</b>

# OF POSTS/MONTH	# OF HOURS	NOTE	RATE	TOTAL
16	14	CREATION OF POSTS, CAPTIONS, AND IMAGES	\$10.50	\$147.00
	2	POSTING	\$10.50	\$21.00
	7	REVISION	\$10.50	\$73.50
	3	REVIEW	\$22.50	\$67.50
				<b>\$309.00</b>

# OF POSTS/MONTH	# OF HOURS	NOTE	RATE	TOTAL
30	28	CREATION OF POSTS, CAPTIONS, AND IMAGES	\$10.50	\$294.00
	4	POSTING	\$10.50	\$42.00
	14	REVISION	\$10.50	\$147.00
	6	REVIEW	\$22.50	\$135.00
				<b>\$618.00</b>

## MULTIMEDIA SERVICES

### Video Clean Up with 1 revision

VIDEO DURATION	# OF HOURS	RATE	TOTAL
30 MINUTES	1.5	\$10.50	\$15.75
1 HOUR	2	\$10.50	\$21.00

Note: +1 hour processing time on top of video duration

### Advanced Editing

VIDEO DURATION	# OF HOURS	RATE	TOTAL
30 MINUTES	2.5	\$10.50	\$26.25
1 HOUR	3	\$10.50	\$31.50

Note: +2 hours processing time on top of video duration

### Social media videos

VIDEO DURATION	# OF HOURS	RATE	TOTAL
15 SECONDS	1	\$10.50	\$10.50
REVIEW	0.5	\$22.50	\$11.25
			<b>\$21.75</b>

### Photo clean up

# OF PHOTOS	# OF HOURS	RATE	TOTAL
1	1.5	\$10.50	\$15.75

### Photo manipulation

# OF PHOTOS	# OF HOURS	RATE	TOTAL
1	2	\$10.50	\$21.00

### Photo restoration

# OF PHOTOS	# OF HOURS	RATE	TOTAL
1	5	\$10.50	\$52.50

VIDEO DURATION	# OF HOURS	RATE	TOTAL
30 SECONDS	2	\$10.50	\$21.00
REVIEW	0.5	\$22.50	\$11.25
			<b>\$32.25</b>

## WEBSITE AND TECH SERVICES

### Website

# OF PAGES	# OF HOURS	NOTE	RATE	TOTAL
5	20	BUILDING	\$19.50	\$390.00
	1.5	REVIEW	\$22.50	\$33.75
	4	REVISION	\$19.50	\$78.00
	1.5	FINAL REVIEW	\$22.50	\$33.75
				<b>\$535.50</b>

Does not include content and images

### Website

# OF PAGES	# OF HOURS	NOTE	RATE	TOTAL
5	20	BUILDING	\$19.50	\$390.00
	1.5	REVIEW	\$22.50	\$33.75
	4	REVISION	\$19.50	\$78.00
	1.5	FINAL REVIEW	\$22.50	\$33.75
	5	CONTENT WRITING	\$22.50	\$112.50
	5	IMAGE RESEARCH AND EDITING	\$10.50	\$52.50
				<b>\$700.50</b>

With content and images additional page \$140

### Email Set Up

# OF PAGES	# OF HOURS	NOTE	RATE	TOTAL
5	2	SETTING UP	\$19.50	\$39.00
	0.5	REVIEW	\$22.50	\$11.25
	1	REVISION	\$19.50	\$19.50
	0.5	FINAL REVIEW	\$22.50	\$11.25
				<b>\$81.00</b>

## CONTENT WRITING

### Marketing Email Sequences

# OF EMAILS	# OF HOURS	NOTE	RATE	TOTAL
5	4	CONTENT WRITING	\$22.50	\$90.00
	2	RESEARCH	\$22.50	\$45.00
	2	REVISION	\$22.50	\$45.00
				<b>\$180.00</b>

additional email \$36.00

### Website Content

# OF PAGES	# OF HOURS	NOTE	RATE	TOTAL
5	7	CONTENT WRITING	\$22.50	\$157.50
	1	REVIEW	\$22.50	\$22.50
	3.5	REVISION	\$22.50	\$78.75
				<b>\$258.75</b>

additional page \$52

### Operational Email Sequences

# OF PAGES	# OF HOURS	NOTE	RATE	TOTAL
5	1.5	CONTENT WRITING	\$22.50	\$33.75
	1	RESEARCH	\$22.50	\$22.50
	0.5	REVISION	\$22.50	\$11.25
				<b>\$67.50</b>

additional email \$13.50