

Silver Package

20 HOURS PER MONTH



*RESEARCHING

*8-10 AXUS ITINERARIES

*OUT OF OFFICE SUPPORT

*COMPLETING CLIENT FORMS



*FLYERS

*ADMIN TASKS

*SUPPLIER PAYMENTS

*BOOKING RESERVATIONS



PLEASE BE ADVISED THAT ANY UNUSED MONTHLY HOURS WILL NOT BE CARRIED OVER TO THE FOLLOWING MONTH.

ANY ADDITIONAL HOURS EXCEEDING THE SAID TIME PERIOD WILL BE CHARGED AT AN HOURLY RATE OF \$50.

[CONTACT FOR MORE INFO](#)