

April 2004

I own a furniture-making business. Since I need to be in the field selling and in the factory supervising, I don't have time for office duties. I needed to hire an administrative assistant and office manager. My budget didn't allow for that possibility.

As an alternative, I used several different secretarial and clerical services. None measured up to my expectations. My invoices and statements were sent out with numerous mistakes.

Then I contacted Anne with All that's Clerical. She learned my business quickly and resolved my secretarial needs efficiently. I've been with her ever since and have no intention of leaving.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Bonier", with a long horizontal flourish extending to the right.

Jim Bonier, Owner