

PLANNING WORKSHEET: DO I NEED A VIRTUAL ASSISTANT?

1. Which tasks always seem to land at the bottom of your to-do list or frequently get overlooked and pushed off?

2. List out the reasons why you feel the above tasks don't get done or are always late in getting accomplished?

3. What tasks or ideas do you want to accomplish in your business but you don't feel you have the skill set or capacity to tackle?

4. If you outsourced the above tasks, what else could you accomplish instead? How would you spend your time if not on the above tasks?

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5. How would you feel if the above tasks were handled for you and question 4 became a reality?

6. How much can you afford to budget each month to take back control of your time and bring on a Virtual Assistant teammate?



7. What qualities will be important to you in your Virtual Assistant Search?

To learn if Rafferty Solutions is a good fit, schedule a Discovery Call and share this worksheet with us!

FOR MORE INFORMATION:



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