



Frequent Asked Questions

Question: Is everything done virtually?

Answer: Yes, everything is done virtually. There is an administrative fee for printed documents/copies?

Question: Are any of the virtual services outsourced?

Answer: We have partnerships with other companies which allows us to provide additional services?

Question: Are in-person meetings held?

Answer: Most meetings are virtual using zoom.

Question: Does the company have a confidentially agreement?

Answer: Yes, there is a Confidentially/Privacy Policy available.



Frequent Asked Questions

Question: Are your hours tracked?

Answer: Yes, we use several project management tools to track projects and time.

Question: How do you report or update clients?

Answer: We have weekly scheduled calls and monthly reports that we provide to clients.

Question: Do you use a NDA (Non Disclosure Agreement)?

Answer: We highly recommend that each client have their own NDA that we will sign. We also have an NDA that can be signed, if the client does not have one.

Question: What are the available hours?

Answer:

Monday - Friday 9:00 am - 5:00 pm (EST)

Saturdays 10:00 am - 12:00 pm (EST)

Sunday - Closed