

# How Are You Going to Get Everything Done Today?

**Hi, I'm Mendi.**  
I help busy people get more done with business & personal concierge services.



## Concierge services:



- Declutter/Organize your home or office
- Coordinate projects
- Manage deliveries
- Supervise contractors
- Run errands
- Short-term assistant
- Check on your home when out of town
- And much more

## Resulting in:



- More time to spend with family and friends
- More time to focus on your career
- Less time wasted on mundane tasks
- Less time out of office
- Increased productivity
- Reduced stress
- Getting everything done

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### Are you a business owner?

Increase employee productivity. Combine services above as a valuable employee benefit within your business. It's a win/win solution!

## About Mendi

With more than 25 years of professional sales, marketing and relationship building experience with Fortune 500 companies, small local businesses, the medical industry and non-profits, Mendi Funk knows how to get tasks DONE.

MENDI FUNK provides trustworthy, personable, and prompt concierge services for your business or home. Have other ideas for ways I can help you? Let's get creative!

## Contact Mendi

**Schedule a free consultation:**  
317-501-9670.

**Or email at:**  
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**For more info, visit:**  
MendiFunkConsulting.com