

Rates

- For one time projects the standard rate is \$25/hourly with a minimum of 3 hour charge
- Monthly retainers for 10, 15 and 20 hours are available
- Rates are subject to change
- On one time projects, a 50% deposit will be required prior to beginning and the balance is due upon delivery
- Extra expenses incurred for projects are added to invoices, these include but are not limited to shipping costs, postage, printing, stationary, long distance telephone charges
- Alternative Virtual Solutions reserves the right to add 25% surcharge to projects requiring rush, holiday, evening or weekend hours
- Invoices are sent via email and are due upon receipt (interest will be charged on past due balances)
- Payments accepted through PayPal and business and personal checks
- Returned checks are subject to a \$40 NSF fee
- All services require a signed contract and a signed privacy statement

Monthly Retainer Packages

Individual = 10 hours

5% discount or 0.5 free hour

Small Business = 15 hours

10% discount or 1.5 free hours

Executive

Call or email for rate

Not used hours do not roll over to following month. Any hour above will be charge at the standard rate of \$25.00