



FREELANCING BRANDING TEMPLATE

Name of the Business: K. Lyn's Virtual Assistance

Address: Calamba City, Laguna, Philippines

Contact Number: +63 926 842 8104

Email: kharylmercurio@gmail.com

Website: <https://kharylmercurio.wixsite.com/kharylmercuriova>

Contact Person: Kharyl Lyn Mercurio

Vision: Be preeminent in the virtual assistant world and gain trust from every client.

Mission: Excellency in virtual assistant services and outputs

Goal: To provide competency to meet the expectations of the clients

Tagline: "Here to assist your growing business"



Logo

Main font style: Playlist Script, Alegreya SC

Main color:



Sandy Brown
#FBA95B



Navajo White
#F9D39A



Hot Pink
#F34DB4



Dark Slate
Gray
#201C22



White
#FBFBFB

Services Offered:

- Administrative Work
- Data Entry
- Email Management
- Calendar Management
- Internet Research
- Social Media Management
- Medical Nutrition Assistance

Days Open: M-F

Hours Open: 9am - 5pm

Target Market Info:

1. Dominant Gender: Men/Women
2. Age: 28-50
3. Locations: USA, Australia & Canada
4. Time of Engagements: 9-11am PH Time

Social Media Sites

Facebook: <https://www.facebook.com/klynva/>

Twitter: <https://twitter.com/klynva>

LinkedIn: <https://www.linkedin.com/in/klynva/>

Instagram: <https://www.instagram.com/klynva/>

Pinterest: <https://www.pinterest.ph/klynva/boards/>

Websites

Main: <https://kharylmercurio.wixsite.com/kharylmercuriova>

Competitions:

- Affordable price
- Reliable
- Easy to cope with
- Innovative
- Adapting Trends
- Feedbacks
- Follow ups

