

## Off-Site Services

In addition to our lobby services, residents can purchase these premium "extras" on an a la carte or monthly basis:

- Dog Walking
- Unit Cleaning
- Grocery Shopping
- Limo Airport Transportation
- Night Life Access
- Computer Tech Services
- Sport Tickets
- Personal Shopping
- Personal Chef
- Personal Assistant
- Valet Dry Cleaning
- Courier Services
- Car Care
- Pharmacy Pickup
- Vacation Planning
- Administrative Duties

And much more....

## Questions and Answers

### When can I expect to have my services rendered?

Requests for concierge services must be presented 3 hours or more in advance of required delivery to ensure completion. All information must be complete for acceptance of service request.

### How do I arrange for services?

You can request services using our online portal at: [www.globalconcierges.com](http://www.globalconcierges.com), click "Book us" and you will find a list of services available. Click the services needed and select amount from the drop down box, once all services are selected, click on "book it". Remember to include a note in the special request box with the times of services needed, click pay, submit payment for services requested and sit back and wait for your services to arrive at your front door. It's that easy!

### What if a client needs a unique service provided?

As a full-service concierge tell us what you need and consider it done! Global Concierge's mission is to provide personal assistance and professional recommendations for all your needs, as long as it's legal!



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## GLOBAL CONCIERGE SERVICES



[www.globalconcierges.com](http://www.globalconcierges.com)

## **WE ARE AT YOUR SERVICE!**

Global Concierge Services, a full-service concierge, assisting companies and private individuals with one simple specialty; catering to the everyday needs of our customer's busy schedules. We understand the value of time and can make living life easier!

While Global Concierges offers world class concierge services we also have personal assistants waiting to assist your every need!

Staffed with over 5 years in the concierge services industry and a worldwide database of specialists give us an edge. Let us unlock your ordinary and extraordinary doors with the best in personalized, professional concierge services.

### **Residential/Office Building**

Global Concierge is a one-stop shop for flexible five star concierge services. Partnering with us is a cost-effective way to increase property value and attract and retain residents.

In today's markets, Real Estate Investment companies acquire, develop and manage multifamily properties, office and mixed use projects, which in of itself demands specialized attention. The traditional ways in which people work and live has changed. Concierge services whether on-site or off-site provides a necessary amenity for residents and the community alike.

Global Concierges staffers are uniformed professional concierges ready on demand. Our staff is well-trained in the various customer service and security awareness topics.

### **Leisure Time**

Concert & Theatre Tickets, Sporting & Special Event Tickets, Private Club Arrangements, Restaurant Reservations, City Calendar & Event Schedules, Customized Private Tours, Private Wine Tasting & Lectures, Sports Scores, General Research, Movie Times, more!

### **Packages:**

#### **Home & Pet Package**

Up to 3 visits a day, walk or let pet out into yard, feed pet instructed number of meals, water all plants, clean cat litter box daily, pile mail inside, stock refrigerator with essentials prior to your return home.

#### **Relax Package**

Same day service, 4 errands within the service area, take your laundry to be washed and folded, walk the dog (if applicable), water all plants, home retreat setup and free gift. Makes a great Shower or New Baby Gift!

#### **New Home Package**

One top to bottom house cleaning, scheduling with vendors and one day wait service for utility setup, 2 hours of errand running to make sure you have a smooth moving day, purchase groceries and stock refrigerator. Great House Warming Gift!

#### **Senior Package**

Includes 3 errands within the service area, 1 hour of light help around the home, purchase and put away groceries, pick up and drop off necessary supplies, deliver flowers or entertainment items.

### **Recuperation Package**

Includes 3 errands within the service area, 1 hour of light help around the home, purchase and put away groceries and pile mail inside.

\*Call for Package Pricing.

### **On-Site Services**

Global Concierge makes sure your residents truly look forward to coming home with our extensive lobby services:

- Monitoring Surveillance Cameras
- Monitoring and Securing the Lobby
- Walking the Premises
- Receiving and Signing for Packages
- Greeting Residents and Guests
- Handling Resident and Guests Complaints
- Logging and Announcing Visitors
- New Construction Clean Up
- Green Consultants (Reduce your Carbon Footprint)

And much more....

