

**Name of Business** : Icy Virtual Services

**Address** : Butuan City, Philippines

**Contact number** : 09483651752

**Email** : sazzsitti8@gmail.com

**Contact Person** : Sitti Asiya Estoso

### *Vision*

To attain clients with high quality and satisfying services worldwide.

### *Mission*

To provide dedicated support that is rooted in the standard of excellence, integrity, open communication, and collaboration to executives, professionals, and entrepreneurs.

### *Goal*

At Icy Virtual Services, we aim for giving our best to our customer satisfaction and commitments.



### *Logo Details*

**Font** : Virtual (main font) and Arial

**Color** : Pink (main) and white

**Style** : Glitch

**Frame** : Flat line dotted

**Background** : Texture, Smoke

## *Services / Products Offered*

- Virtual Assistance, Administrative Assistant, Medical Office Assistant, Transcriptioning, Calendar and Email Management, Internet Research, Book keeping, Social Media Management, Content Marketing, Video and Photo Editing.

## *Days Open*

> M - F and Saturdays

## *Hours Open*

> 1pm to 10pm

## *Target Market Info*

> Professionals, Entrepreneur, Business Owners, CEO's

1. Gender : Men and Women
2. Age range : 25 and up
3. Locations : Philippines, USA, Europe and other country in the world
4. Time of engagements : 8pm - 12am

## *Competitions*

### **Offers :**

- Reasonable price
- Market Value
- Response right away
- Customer feedbacks
- Follow ups