



All Source Professionals, Inc.

Answering, Administrative and Medical Billing Management Services

678-526-1939 www.allsourcepros.com 800-609-0965

- Are your sales down because you don't have the time to do the proper follow up to close the sale?
- Do you need something done by a deadline, but don't have the time?
- Not enough time in the day to get everything you need done for your small business?
- Do you hate doing tedious task?
- Do you need an assistant to help you with projects?

If you answered **YES** to any of these questions, then **ALL SOURCE PROFESSIONALS** can help you!!

All Source Professionals is professionalism YOU can afford. No matter what the task, we will exhaust all sources to make sure your requests are completed with the highest level of professionalism and quality. We offer very competitive rates that will save you money. Give us a call and start your savings today!!

We SAVE you MONEY and TIME and Increase Your Bottom Line!



We provide you with the highest quality of administrative services that your small business deserves. Our administrative staff will assist you virtually, however maintaining a very professional and personalized manner. Therefore allowing your business to get the help you need without the extra cost of overhead. As a business owner, your time is crucial and your business is only successful if you produce.

Let us know what you need and our All Source Professionals will get the job done!!

- Virtual Office
- General Administrative Services
- Medical Administration
- Basic word processing
- Excel Spreadsheets
- Data entry
- Internet research
- Make travel arrangements
- Appointment Setting
- Appointment Reminders
- Calendar Maintenance
- Meeting Coordination
- Answering Services
- And Much More!!

Take back control of your time....we will take care of your Administrative needs!!