

BCG QUICK WORK FACT SHEET

ONE PAGE DOCUMENT MAKEOVER

The BCG One Page Document Makeover Service offers review, editing, and redesign of a one-page business document. You get all these services in your makeover for only \$99.

What We Do

We review a single, one-sided business document and edit it for clarity as well as redesign it for readability and to get the attention of your audience.

How It Works

You send us:

- Your current one-page document via mail, or send it as a scanned or PDF document attachment to an e-mail message.
- The location where you want us to send the edited version, such as an e-mail address.
- \$99 payable by check or PayPal.

Once we have the materials and the payment, we'll send you a confirmation and estimated completion date for sending the revised one-page document—generally within two business days. If you have any minor changes to the document, such as to the person's contact information, we'll incorporate those changes into the final draft.

What You Get

You get a PDF document of the one-page document, and the document will be set up so you or your printer can print your document easily.

If You'd Like More

If you want to work with us more closely in designing your one-page document, or you want us to work with you to develop more documents, call BCG at 916-870-7107 or [e-mail us](#). We'll be happy to give you an estimate for business document design . . . and to make people even more impressed with your company!

How Do I Start?

If you're ready to get started, [e-mail us](#) or give us a call at 916-870-7107. If we're busy helping someone else, please leave us a message. We'll respond to your e-mail or voice message within 24 hours.