ONGOING SUPPORT

More than a one-time project?

Subscription service options

Ask about recurring support through an hours-based or document-based subscription.

We can discuss the type of work, expected volume, and level of support that fits your business.

For current options and details, visit the website or mention **subscription support** in your inquiry.

verginwaypoints.com

YOUR NEXT STEP

Let’s get started!

Visit the website to explore services and submit a project inquiry.

verginwaypoints.com

Prefer email?

ann@verginwaypoints.com

Scan for services & inquiries

VERGIN WAYPOINTS

That project you keep putting off?

Let’s give it a clear path forward.

Business Project & Operations Support

Practical help for businesses, professionals, and nonprofits.

Small projects starting at **$75**. Larger projects quoted to scope.

Making the complicated simple.

01 / ORGANIZE

Make the details easier to manage.

Spreadsheets & trackers

Clean up existing data, organize information, or create a simple tracker for tasks, vendors, or project status.

Documentation & procedures

Turn supplied information into clear checklists, onboarding materials, and step-by-step procedures.

Start with one defined task or deliverable.

CLEAR SCOPE. PRACTICAL TOOLS.

02 / MOVE FORWARD

Support for work that needs finishing.

Project & process support

Organize action items, document workflows, and help make next steps and responsibilities clearer.

Presentations & research

Polish supplied slides, organize training materials, or summarize information for an agreed purpose.

Experience Behind the Work

Ann Vergin | Owner

Operations coordination, quality assurance, training, and process improvement.
U.S. Navy Veteran | Lean Six Sigma Green Belt | Google Project Management Certificate

EXPERIENCE WITH PURPOSE

03 / A CLEAR PLAN

How we'll work together

Share the task

Tell me what you have, what you need finished, and your preferred timing.

Agree on the details

We confirm scope, deliverables, price, timeline, and payment terms before work begins.

Receive usable work

Get the agreed deliverable in the selected format, with revisions as stated in your quote.

* Please exclude medical, sensitive financial, and other confidential records from your inquiry.

ASK ABOUT ONE-TIME OR ONGOING HELP