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 WWW.TRYPTTECHLLC.COM

## DOCUMENTS

*TrypTech, LLC provides your business with professional document design, construction, and presentation that lends prestige and quality to your daily business operations. TrypTech works closely with you and your staff to make sure your documents meet the needs of your staff and customers.*

- Forms (Paper and Electronic)
- Policy Manuals
- Training Manuals
- Other Manuals
- Statistical Reports
- Charts and Graphs
- Presentations (with Handouts)
- Restaurant Menus
- Survey Instruments
- Sheet Music
- Cook Books
- Company/Facility Directories
- Resumés, CVs, and Bio Sheets
- Training Materials
- Employee Handbooks
- Contracts & Other Legal Documents
- Spreadsheets
- Databases (with Reports)
- AND MORE!

## DESIGN

*TrypTech, LLC creates design elements and iconic materials for your business that are congruent with the image you have for your company and publicly state your professionalism, quality, and integrity. TrypTech works closely with you to ensure all design work meets your exact specifications.*

- Logos
- Business Cards
- Letterheads & Envelopes
- Brochures & Flyers
- Print Display Ads
- Online Display Ads & Banners
- Marketing Materials
- Logo Notepads & Things to Do Pads
- Invitations and Table Cards
- Labels
- Logo Signs, Banners and Magnets
- Industrial Signs and Placards
- Logo Thank You Cards
- Floor Plans (For Emergency Evac Routes)
- Laminated Name Badges
- Show/Event Programs
- Presentation Boards
- Screen Print/Embroidery Designs
- AND MORE!

## WEB WORK

*TrypTech, LLC works closely with you to build an affordable website that helps your business quickly establish or better maintain a professional presence on the world wide web. TrypTech completes sites in the shortest period of time so you can promote your business on the web as soon as possible.*

- Creating multi-page WebSites that mimic your marketing materials to help you present a uniform look for your business both on paper and on the world wide web.
- Maintenance of your existing WebSite to ensure it stays fresh with new content and is up to date with your business on a monthly or quarterly basis.
- Creating web forms, web surveys, email marketing/advertising, banner ads, and all your other world wide web needs.

### Why Choose TRYPTTECH?

TrypTech, LLC is dedicated to providing you with the quality documents, design and web work you need to maintain a consistent and professional look throughout every aspect of your business. From internal forms and manuals to a presence on the world wide web and everything in between, TrypTech will work closely with you to achieve the end result that best represents your company.

### Fee Schedule for TRYPTTECH

#### MONTHLY CONTRACT FEES

Up to 20 hrs:	\$1,000 per month
Up to 16 hrs:	\$ 825 per month
Up to 12 hrs:	\$ 625 per month
Up to 8 hrs:	\$ 450 per month
Up to 4 hrs:	\$ 240 per month

#### HOURLY FREELANCE FEES

Documents:	\$60 per hr
Design Work:	\$85 per hr
Web Work:	varies per website