



Our speaker for the evening will be Sarah Banks of Banks' Business Solutions.

If you are feeling overwhelmed in your business and want to claim back your time then come and meet Sarah Banks of Banks Business Solutions as she shares how a Virtual Assistant can get you organised and back on track!

Come along to meet and mingle and feel free to bring guests with you.

#### **Agenda**

- 19:00 Help yourself to tea, coffee & cake and/or juice and fruit as you arrive.
- 19.05 Welcome and 5 minutes to each stallholder to introduce their products / services.
- 19.15 A brief talk by East Midlands Chamber on the Digital Growth Programme  
<http://www.ebusinessclub.biz/D2N2-Digital-Growth-Programme>
- 19:20 Talk by Sarah Banks on "How working with a Virtual Assistant can free up your time to focus on growing your business".
- 19:40 Question time for Sarah followed by informal networking.
- 20.30 Close of meeting.

Sarah Banks has been running her Virtual Assistant business – Banks' Business Solutions for 3 years now and has around 15 clients currently working with her. Over the last 3 years she has been able to create hours of time for her clients and in this session she is going to talk to you more about how you can work with a Virtual Assistant to help you be more efficient and get back the much needed work life balance. She will also put together an FAQ document for anyone who can't make the event. You can find out more about Sarah and her skills on her website - <http://banksbusinesssolutions.co.uk/about/>

#### **Tickets**

- £5 for ABW members | £10 for guests | FREE for platinum members
- Mini pop up - X3 tables are available to be booked at £5.00 each - use the opportunity to showcase your products.

Ticket prices includes tea, coffee and cake and for those on a health kick we have juice and fruit too. For more info and to book visit our website: [www.aspiringbusinesswomen.co.uk/events](http://www.aspiringbusinesswomen.co.uk/events)