

## my WorkStyle Standards

- You will always receive enthusiastic, attentive and professional service. You will be respected and never taken for granted. Service excellence is my number one priority and I stake my reputation on it.
- I will honour my commitments to you absolutely what I say I will do, will be done. I work with integrity.
- I undertake to return any phone within 24 hours and to acknowledge any correspondence received on the same or next business day. Every effort will be made to satisfactorily, and promptly, respond to any requests and resolve any issues raised.
- I will be honest, truthful and 'upfront' with you at all times.
- I will communicate with you frequently and openly to build a win/win, and long-term relationship with you. I want to celebrate your successes and acknowledge your achievements, and I want you to share in mine.
- My services and products will seldom, if ever, be the lowest priced in the market. However, they will always be designed to add significant value to you, your business and your life.
- These are by no means the sum total of my performance standards by which you should judge me, however I believe that they are an indication of my dedicated commitment to you.