
Jackson Jackson & Jackson
A Virtual Assistance *Outsourcing*
Company Designed To Meet Your Every
Virtual Need

PARALEGAL SERVICES

Legal Research, Discovery, Investigative
Services, Preparation of Pleadings,
Witness Preparation, Legal Billing &
Collection,
Probate Forms & Inheritance Tax Returns
Family, Civil & Criminal Law Paralegal
Support

BUISNESS SERVICES

Federal, State & Local Income Tax
Preparation
Quarterly & Annual Business Tax Returns
Business Development
Business Management
Notary Services

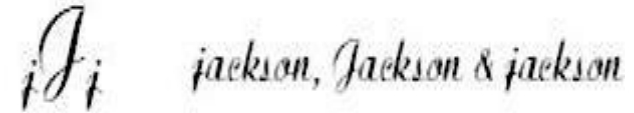


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JACKSON JACKSON & JACKSON



**Tax Professionals
Paralegals
Notary Public
Business Managers**



Member, NATP
Member ACBA
Member, GPBPW



Tel: 412-224-4022
www.jacksonparalegals.com

AUXILIARY SERVICES

Incubator for Start

Companies:

Satellite Office Space

Includes: Management,
Meeting Space, Mail,

Coordination And

Supervision Of Travel,
Clerical Services

Other Business Services
As Requested

SERVICE TERMS

INCUBATOR FOR START- UP COMPANIES

3-5 YEARS

\$100 PER MONTH

**YEARS 2-5 NEGOTIATED
BASED UPON
PERFORMANCE**

SATELLITES

3-5 YEARS

\$250 PER MONTH

**YEARS 2-5 NEGOTIATED
BASED UPON
PERFORMANCE**

MICHELE J. ALEXANDER, B.A., C.P.

PENNSYLVANIA CERTIFIED PARALEGAL

ALLEGHENY COUNTY COURT

APPOINTED SPECIAL ADVOCATE

BOARD OF DIRECTORS, YMCA

A MEMBER IN GOOD STANDING WITH:

National Association of Tax Professionals

Allegheny County Bar Association

Pittsburgh Paralegals Association

Pennsylvania Association of Notaries



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