

●  
Company  
mission  
statement

Filling the GAPS provides  
General and Professional  
Services to individuals and  
small businesses.

We value our customers  
time, integrity and privacy.

Filling the GAPS was  
founded in 2004 by  
Rev. Rosemary Behrens.  
As she began to pursue  
additional education in  
the ministry field, she  
discovered that she  
could also put her 18 years in a variety  
of businesses to good use by assisting  
other small business—filling in the GAPS  
between their time and their to do list.



She has experience in marketing, retail,  
data entry, bookkeeping, management,  
organization and other related fields.

She remains active and is past chairman  
of Services Cooperative Association and  
sits on the Advisory Board of the  
Womens Business Center. She was  
honored in 2002 by both the Houston  
Financial Council for Women and  
ABWA WINGS Chapter as their  
Woman of Excellence and is currently  
ABWA WINGS' 2004 Woman of the  
Year.

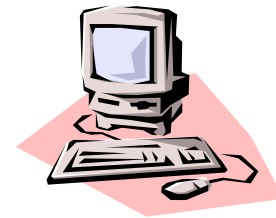
FILLING THE GAPS

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Filling  
the  
GAPS

General  
And  
Professional  
Services

*Filling the GAPS between your  
time and your "to do" list!*



Tel: 281-380-6242

## General Services

Filling the GAPS provides a wide variety of General Services. The primary focus is to provide our customers with more time to do the things that must be done by them.

The list below gives examples and is by no means inclusive.

- Courier services
- Errands
- Pet care and transportation
- Elder care
- Child care
- House cleaning/sitting
- Ask us about any other items on your to do list.

## Professional services

Filling the GAPS provides a similar variety of Professional Services. These services are all of a general or clerical nature. We are adept at using a variety of software programs, procedures and systems.



Is your desk too cluttered?

The list below gives examples and is by no means inclusive.

- Basic Bookkeeping
- Data Entry
- Filing
- Organization
- Ask us about any other items on your to do list.

## About the company

Filling the GAPS was founded in 2004 by Rosemary Behrens. The company provides services to small businesses and individuals in need of short term assistance.

The company also provides work opportunities to those who may be unable to work fulltime due to the pursuit of higher education, limited work time due to family situations or other factors.

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