



Personal Concierge & Lifestyle Management

50+ Ways a Personal Concierge Can Help You

If these tasks don't spark joy or make you money when you think about doing them, they should be on our list not yours. Carver Concierge's team of professionals is happy to take care of these and anything else standing between you and your best life.

General Errands & Shopping

1. Grocery shopping
(can order and/or pick up line orders and deliver to your home)
2. Dry cleaning pick up/delivery
3. Coordinate laundry service pick up/delivery
4. Prescription pick up
5. Pick up and drop off items from Post office, UPS or Fed Ex
6. Pick up and drop off items at Consignment Shops
7. Pick up and drop items at the donation site of your choice
8. Bulk shopping – Costco and Sam's Club
9. Make timely returns and exchanges
10. Gift shopping and wrapping
11. Drop and pick up shoes to be repaired
12. Pick up items from Hardware store
13. Coordinate healthy meals delivered to your home
14. Liquor store run
15. Gift research and personal shopping (online and in stores)
16. Pick up bakery items (birthday cakes, school parties or employee meetings)
17. Deliver local packages for a personal touch
18. Make and/or deliver personal gift baskets

Home Management

19. Absentee Home Care (business travel, vacation, moving, investment properties)
20. Source, schedule and oversee contractors and vendors
21. Wait service for delivery, installation and repair professionals
22. Accept packages requiring a signature
23. Research and provide information on home repair and/or home improvement projects
24. Project management
25. Water plants
26. Vet contractors and vendors

Organization

27. De-clutter, purge and organize home or office space
28. Garage clean out & organization
29. Rotate seasonal clothes
30. Manage Donations and Consignment Items

Auto Service

31. Pick up and drop car for routine maintenance
32. Coordinate and oversee estimates and drop car at body shop for repairs
33. Coordinate washing and/or detailing of vehicle
34. Take care of tire rotation/replacement

Special Occasion Planning

35. Coordinate Birthday, graduation and anniversary parties
36. Source, schedule and oversee vendors and contractors
37. Coordinate rentals (tables, linens, furniture and other equipment)
38. Invitations and Thank you's
39. RSVP Management

Holiday Support

40. Coordinate vendors and contractors to ready your house for guests
41. Create an electronic spreadsheet of names and addresses for all of your mailings
42. Create your family holiday newsletter
43. Schedule holiday photos
44. Online and in store shopping
45. Wrapping and shipping
46. Stocking the fridge
47. Putting up and decorating the tree
48. Coordinating vendors and contractors for outside decorating
49. Handwrite, address and mail holiday cards
50. Angel Tree/donation shopping
51. Local Personal Gift Delivery
52. Pick up Bakery Items

School/College Support

53. Coordinate teacher appreciation
54. Shop for back to school supplies
55. Teacher gifts
56. Coordinate healthy meal delivery
57. Help with meal planning and prep
58. Shop for dorm supplies
59. Stock pantry and fridge for local college dorm rooms
60. Coordinate and ship care packages
61. Manage New Year Move In
62. Manage End of Year Pack Out

Relocation Management

63. Pre-Listing Support
64. Packing/Unpacking
65. Coordinate home repairs
66. Coordinate hauling & donation services
67. Mail Management
68. Household Management
69. Home service providers (vetted portfolio of professional resources)
70. Senior transition support

Just imagine what Carver Concierge can do for you each and every day in your busy life.

Schedule your personal consultation today, so you can breathe easier tomorrow.