



ELEVON
— CONSULTANCY —

OUR SERVICES

How We Help:

- **Website Design & Maintenance:** Professional websites that represent your business well and keep working long after launch.
- **Interior Design:** Considered space planning that makes a room feel functional, polished and unmistakably yours.
- **Graphic Design & Branding:** Logos, print and digital materials that help your business look as good as it performs.
- **Business Administration:** Invoicing, spreadsheets, documents and everyday admin, handled properly, so you don't have to.



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WELCOME TO ELEVON

Elevate the way your business works, looks and grows.

Elevon Consultancy is a UK-based business support consultancy built for small businesses that want freelance quality work without the overhead of hiring full-time staff. We combine practical business support, smarter systems and creative solutions, so you get expert help exactly where you need it, without the complexity of managing five different suppliers.

01

Personally Vetted

Every contractor working with Elevon is personally vetted before joining a client project, so the quality is always consistent.

02

Genuinely Flexible

One-off projects, ongoing retainers, or a bit of both, support that fits how your business actually works.

03

Built to Grow With You

From your first logo to your ongoing systems, everything we build is designed to scale as your business does.

OUR TERMS

How Payment Works

Clear, consistent terms across every service we offer.

Projects Under £1,500

A 50% deposit secures your booking, with the remaining 50% due before final handover.

Projects £1,500 +

Payment can be split into three instalments: 50% deposit to secure your slot, then the remaining balance split across a midpoint payment and a final payment on completion.

Hourly & Day- Rate Bookings

A 50% deposit is required to secure any hourly or day-rate booking, including admin support days, consultancy sessions and event-day support. This applies to all clients, including returning ones — it protects your dedicated time in the diary.

Monthly Retainers

Retainer packages are invoiced and paid in full at the start of each monthly term, before work begins that month.

Cancellations & Refunds

IF YOU CANCEL If you need to cancel, your deposit is non-refundable, it reserves your dedicated project slot or booked time.

IF WE CANCEL If Elevon needs to cancel, or is unable to deliver the agreed work, you'll receive a full refund of any payment made.

A deposit is required to secure your project slot. Final files, website access and completed assets are released once the remaining balance has been paid.

THE FEATURED OFFER

The Brand Package

Your website, logo and promotional materials designed and built together, so everything matches from day one. Three tiers, one straightforward decision.

Foundations

For new businesses that need a simple, professional presence fast.

£595

- ✓ One-page website
- ✓ Custom logo design
- ✓ Business card design
- ✓ QR code

[BOOK THIS PACKAGE](#)

MOST POPULAR

Elevate

For businesses ready to launch properly, with a brand that holds together.

£1,295

- ✓ 3-page website
- ✓ Brand Starter Kit
- ✓ Business card design
- ✓ Price list design
- ✓ 5-post social media pack
- ✓ QR code

[BOOK THIS PACKAGE](#)

Launch Partner

The complete setup, for businesses that want an established look.

£1,995

- ✓ 5-page website
- ✓ Brand Starter Kit
- ✓ Business card design
- ✓ Price list design
- ✓ 10-post social media pack
- ✓ Contact form setup
- ✓ Basic SEO setup
- ✓ QR code

[BOOK THIS PACKAGE](#)

Launch Partner alone saves you £350 versus booking each service separately (£2,345).

All prices are starting prices. Bespoke projects and additional pages are quoted individually.

Not sure which package fits? Book a free discovery call and we'll recommend the best route based on your stage, budget and goals.



Admin & Business Support

Every business relies on good administration, but it should not take over your time. Whether it's a backlog of inbox chaos, invoices that need chasing, or a diary that's got away from you, we step in and get it handled, remotely or on-site, for as little or as long as you need.

INBOX & DIARY

DATA & DOCUMENTS

ONGOING OR ONE-OFF

Business Process Mapping

Review and map administrative tasks before automation or system setup

PER PROJECT

From £175

Data Entry & Clean-Up

Spreadsheet or database data entry, formatting and clean-up

PER HOUR

£30

Document Formatting

Formatting letters, proposals, reports, PDFs and business documents

PER DOCUMENT

From £35

Inbox & Diary Management

Email organisation, calendar management, reminders and basic administration

PER MONTH

From £150

On-Site Full-Day Administrative Support

Professional on-site administrative support for a full working day

PER DAY

£225

On-Site Full-Day Administrative Support - Saturday

Professional on-site administrative support for a full working day on Saturday

PER DAY

£250

On-Site Full-Day Administrative Support - Sunday / Bank Holiday

Premium-rate on-site administrative support for a full working day on Sunday/Bank Holiday

PER DAY

£480

On-Site Hourly Administrative Support

Professional on-site administrative support charged by the hour

PER HOUR

£30

On-Site Hourly Administrative Support - Saturday

Professional on-site administrative support charged by the hour on Saturday

PER HOUR

£35

On-Site Hourly Administrative Support - Sunday / Bank Holiday

Premium-rate on-site administrative support charged by the hour on Sunday/Bank Holiday

PER HOUR

£60

Remote Full-Day Administrative Support

Professional remote administrative support for a full working day

PER DAY

£175

Remote Full-Day Administrative Support - Saturday

Professional remote administrative support for a full working day on Saturday

PER DAY

£220

Remote Full-Day Administrative Support - Sunday / Bank Holiday

Premium-rate remote administrative support for a full working day on Sunday/Bank Holiday

PER DAY

£400

Remote Hourly Administrative Support

Professional remote administrative support charged by the hour

PER HOUR

£25

Remote Hourly Administrative Support - Saturday

Professional remote administrative support charged by the hour on Saturday

PER HOUR

£30

Remote Hourly Administrative Support - Sunday / Bank Holiday

Premium-rate remote administrative support charged by the hour on Sunday/Bank Holiday

PER HOUR

£50



AI Consultancy & Training

AI is only useful if it solves a real problem in your business. We cut through the hype, find the tasks worth automating, and train you or your team to actually use the tools, no jargon, no gimmicks, just practical AI for real businesses.

AUDITS & STRATEGY

AUTOMATION

HANDS-ON TRAINING

AI Admin Automation Setup

Email, forms, spreadsheets, reminders and administrative workflow setup

PER PROJECT
From £500

AI Automation Starter Setup

One simple AI-supported workflow or automation setup

PER PROJECT
From £350

AI Business Audit

Review administrative tasks, systems, pain points and AI opportunities

PER PROJECT
£250

AI Consultancy Day Rate

Full-day AI consultancy and implementation support

PER DAY
£550

AI Content Workflow Setup

Captions, blogs, emails and social content workflow setup

PER PROJECT
From £450

AI CRM Automation Setup

Lead, client or customer tracking with follow-up system

PER PROJECT
From £750

AI Discovery Call

Initial review of business needs and AI opportunities

30 MINS
£0

AI Policy & Usage Guide

Internal AI usage guide for safe and practical business use

PER DOCUMENT
£250

AI Prompt Pack Creation

Custom AI prompts for a business, team or workflow

PER PACK
£150

AI Tool Setup

Setup for ChatGPT, Canva AI, email tools, forms or templates

PER TOOL
From £150

AI Training Session – 1:1

Practical one-to-one AI training session

90 MINS
£150

AI Training Session – Small Team

Practical AI training for up to 5 people

2 HOURS
£350

AI Training Workshop

Group AI workshop for up to 10 people

HALF DAY
£750

AI Workflow Mapping

Map business tasks that can be automated or improved using AI

PER PROJECT
£350

Automation Troubleshooting

Fix, review or improve an existing automation

PER HOUR
£60

Bespoke AI Consultancy

AI strategy, implementation and support

PER HOUR
£85



Creative & Digital Support

First impressions are made in seconds. From your logo to your latest flyer, we make sure everything your customers see looks like it belongs to a business worth trusting; cohesive, considered and unmistakably yours.

BRANDING & LOGO**PRINT & SOCIAL****PHOTO, VIDEO & AUDIO**

Additional Pages	PER PAGE
Same style and theme as main design	£30
Advanced / AI-Enhanced Video	PER PROJECT
Branding, captions, effects and AI-enhanced visuals	From £100
Basic QR Code Generation	PER PROJECT
Basic QR code generation for link only, no wider setup	£15
Basic Video	PER PROJECT
Simple edit using client content, up to 45 seconds	£50
Brand Starter Kit	PER PROJECT
Logo, colour palette, fonts and mini brand board	£425
Business Card Design	PER PROJECT
Front and back business card design	£65
Canva Template Creation	PER TEMPLATE
Editable Canva template for client reuse	£45
Custom Logo Design	PER PROJECT
Custom logo design with 2 concepts and 2 revisions	£195
Double-Sided Design	PER PROJECT
Double-Sided Design for flyers, posters, leaflets, event promotions, offers...	£120
Full-Length Song	PER PROJECT
Full-length song up to 5 minutes, includes commercial licence	£350
Personalised Jingle	PER PROJECT
Personalised jingle up to 60 seconds	£150
Presentation Design	PER SLIDE
Branded presentation slide design	£20
Price List / Menu Design	PER PROJECT
Designed PDF price list or menu	From £120
Single-Sided Design	PER PROJECT
Single-Sided Design for flyers, posters, leaflets, event promotions, offers...	£85
Social Media Pack	PER PACK
Five branded social media posts	£100
Social Media Post Design	PER POST
One branded static social media post	£25



Document Services

Proposals, policies, onboarding packs; the paperwork behind your business says as much about you as your branding does. We create clean, professional documents that are ready to send with confidence.

PROPOSALS & LETTERS

TEMPLATES

BRANDED DOCUMENTS

Business Letter

Formal business letter or email

PER DOCUMENT

£35**Business Starter Template Bundle**

Invoice, quote, welcome document and price list templates

PER BUNDLE

£250**Editable Canva Template**

Branded reusable Canva document template

PER TEMPLATE

£45**Invoice Template**

Branded invoice template

PER PROJECT

£85**Proposal Document**

Client proposal document

PER DOCUMENT

From £120**Quote Template**

Branded quote or estimate template

PER PROJECT

£85**Service Agreement Template**

Basic client service agreement template

PER DOCUMENT

From £150**SOP / Process Document**

Step-by-step process or operating guide

PER DOCUMENT

From £150**Training Manual**

Branded manual, guide or workbook

PER PROJECT

From £350**Welcome Pack**

Client onboarding PDF or welcome document

PER PROJECT

From £175



Event Support

A great event looks effortless because someone worked hard behind the scenes to make it that way. We plan, coordinate and support your event from first concept to final guest, so you can actually enjoy the day.

PLANNING & COORDINATION

TICKETING

ON-THE-DAY SUPPORT

Additional Platform

Additional ticket or event listing platform setup

PER PLATFORM

£30

Event Admin Support

Supplier lists, guest lists, schedules and admin support

PER HOUR

£30

Event Consultation Call

Event strategy, planning and structure consultation

60 MINS

£75

Event Day Support

On-site support, guest list, coordination and event assistance

PER HOUR

£40

Event Flyer & Ticket Setup Bundle

Flyer design plus ticket platform setup

PER PROJECT

£175

Event Launch Pack

Flyer, ticket copy, Eventbrite setup, QR code and attendee list

PER PROJECT

£250

Event Marketing Copy Pack

Captions, reminder messages, event FAQs and promotional copy

PER PROJECT

£150

Event Sales Optimisation Pack

Ticket copy, sales structure and promotional wording

PER PROJECT

£40

Event Success Essentials Bundle

Core event setup support package

PER PROJECT

£60

Full Event Planning Support

Planning, admin, supplier coordination and event support

PER PROJECT

From £750

Seamless Entry Experience Pack

QR code and attendee list setup

PER PROJECT

£25

Ticket Setup – 1 Platform

Ticket setup on one event platform

PER PROJECT

£100

Ticket Setup – 2 Platforms

Ticket setup across two event platforms

PER PROJECT

£150

Ticket Setup – 3 Platforms

Ticket setup across three event platforms

PER PROJECT

£180



Interior Design

A space says as much about your business as your branding does. We help you plan layouts, choose colours and style rooms that feel considered and professional, whether that's a client-facing studio, a home office or a small commercial space.

SPACE PLANNING

STYLING & SOURCING

HOME OR BUSINESS SPACES

Additional Room

Same styling service extended to an extra room in the same project

PER ROOM

From £150

Colour Palette & Materials Board

Curated colour palette and materials board for a single room or space

PER ROOM

£150

Full Room Design & Sourcing

Styling concept plus a curated furniture and decor sourcing list with supplier links

PER ROOM

From £450

Home Office / Studio Setup

Practical, professional layout and styling for home-based business spaces

PER PROJECT

From £300

Interior Design Consultation Call

Initial discovery call to discuss your space, style and goals

60 MINS

£75

On-Site Styling Day

In-person space planning, styling and furniture arrangement

PER DAY

£350

Room Styling Concept

Moodboard, colour palette and layout suggestions for a single room

PER ROOM

From £250

Small Business Space Styling

Colour scheme, layout and branded styling recommendations for salons, studios or retail spaces

PER PROJECT

From £550

Styling Shoot Coordination

Coordinate photography of your styled space for portfolio or marketing use

PER PROJECT

From £150

Virtual Interior Consultation

Remote styling advice and recommendations via video call

60 MINS

£95



Monthly Support Retainers

For businesses that need reliable, ongoing support rather than one-off help. Pick a monthly plan and get a set amount of time each month, wherever your business needs it most; admin, creative, systems or strategy.

PRIORITY ACCESS

FLEXIBLE HOURS

MONTHLY CHECK-INS

Elevon Automation Partner

Up to 30 hours support, automation checks and updates

PER MONTH

£950**Elevon Business Support**

Up to 12 hours support

PER MONTH

£350**Elevon Growth Support**

Up to 20 hours support plus monthly strategy call

PER MONTH

£650**Elevon Lite Support**

Up to 5 hours admin, AI or design support

PER MONTH

£150**VIP Business Support**

Priority support including systems, content, admin and automation

PER MONTH

From £1,500

Retainer hours may be used for agreed support tasks. Specialist consultancy, advanced design, AI implementation and automation work may be quoted separately.



Packages & Bundles

Our most popular combinations, bundled together at a better price than buying separately, designed for businesses that want more than one thing sorted at once, without piecing it together themselves.

BETTER VALUE**POPULAR COMBINATIONS****READY TO LAUNCH**

Admin Automation Pack

Forms, spreadsheet or CRM, email templates and basic automation

£950

AI Starter Pack

AI audit, workflow map, 1 automation and 1 training session

£750

Business Starter Pack

Logo, flyer, business card, price list and basic QR code

£450

CRM & Certificate Pack

CRM, payment register, certificate register and summary dashboard

£1,200

Event Launch Pack

Flyer, ticket copy, ticket setup, QR code and attendee list

£250

Full Business Setup Pack

Launch Partner brand package and Admin Automation Pack.

From £2,500

Website Starter Pack

3-page website, basic copy, contact form and SEO basics

£850

Brand Package Foundations

One-page website, logo design, Business card design, QR code

£595

Brand Package Elevate

3-page website, Brand Starter Kit, business card & price list design, 5-post social media pack

£1,295

Brand Package Launch Partner

5-page website, Brand Starter Kit, business card & price list design, 10-post social media pack, contact form setup, basic SEO setup

£1,995



Spreadsheets, CRM & Data Systems

Behind every organised business is a system that actually works. We build clean, functional spreadsheets and CRM tools around how your business really operates, in Excel or Google Sheets, no specialist software required.

CRM & TRACKERS

DASHBOARDS

AUTOMATION

Advanced Spreadsheet Setup

Multi-tab workbook with formulas and structure

PER PROJECT

£350

Basic Spreadsheet Setup

Simple tracker, register or workbook setup

PER PROJECT

£150

Certificate Register Setup

Certificate references, names, payment IDs and issue dates

PER PROJECT

£250

CRM Spreadsheet Build

Client, customer or payment tracking spreadsheet CRM

PER PROJECT

From £500

Dashboard Summary Page

Visual summary page with totals, KPIs and reporting figures

PER DASHBOARD

£200

Data Cleaning

Names, duplicates, formatting and data structure clean-up

PER HOUR

£35

Formula Fixing

Excel or Google Sheets formula support and troubleshooting

PER HOUR

£45

Full CRM & Reporting System

Beneficiaries or customers, payments, summaries and reports

PER PROJECT

From £950

Invoice Tracker Setup

Invoice log, payment status, totals and basic reporting

PER PROJECT

£250

Spreadsheet Automation

Dropdowns, formulas, templates and PDF workflow setup

PER PROJECT

From £400



Training & Digital Products

Sometimes the most valuable thing we can give you is the ability to do it yourself. From one-to-one software training to ready-made templates and prompt packs, we help you and your team build lasting skills.

1:1 & GROUP TRAINING**WORKSHOPS****DIGITAL PRODUCTS**

1:1 Software Training

Excel, Canva, AI tools or administrative systems training

90 MINS

£125

Business Automation Toolkit

Prompts, templates and business automation guides

DIGITAL PRODUCT

£149

Custom Training Material

Slides, workbook, handouts or supporting resources

PER PROJECT

From £350

Full-Day Training

Full-day practical training session

PER DAY

£1,000

Half-Day Training

Practical half-day training workshop

HALF DAY

£600

Mini Course / Recorded Training

Short digital training product

DIGITAL PRODUCT

£99

Prompt Pack

Ready-made AI prompt pack

DIGITAL PRODUCT

£29

Small Group Training

Training for up to 5 people

2 HOURS

£300

Spreadsheet Template

CRM, invoice tracker, content planner or other template

DIGITAL PRODUCT

£49



Travel & Mileage

For on-site work outside our local area, travel is charged transparently and agreed in advance, no surprises on your invoice. Remote support is available for most services, allowing us to work efficiently with clients regardless of location.

LOCAL TRAVEL INCLUDED

CLEAR MILEAGE RATES

AGREED UPFRONT

Bespoke Long-Distance Travel Quote

Travel for appointments over 100 miles from Enfield or requiring significant travel time is quoted individually.

PER QUOTE
£0

Extended Travel Charge

Travel charge for on-site appointments 21 to 50 miles from Enfield.

PER MILE
£0.95

Local Travel Allowance

Travel is included for on-site appointments within 5 miles of Enfield.

INCLUDED
£0

Long-Distance Travel Charge

Travel charge for on-site appointments 51 to 100 miles from Enfield.

PER MILE
£1.25

Overnight Accommodation

Accommodation required for long-distance work or overnight attendance is charged separately.

AT COST
£0

Overnight Attendance Admin Fee

Additional administration and inconvenience fee for overnight attendance.

PER NIGHT
£50

Overnight Subsistence Allowance

Meal and subsistence allowance for overnight attendance.

PER NIGHT
£35

Parking, Tolls, ULEZ & Congestion Charges

Parking, tolls, ULEZ, congestion charges and other travel-related costs are charged separately where applicable.

AT COST
£0

Standard Travel Charge

Travel charge for on-site appointments 6 to 20 miles from Enfield. Mileage is charged after the first 5 miles.

PER MILE
£0.75



Website Services

Your website is often the first place a potential client meets your business. It needs to load fast, look credible and make it obvious what to do next. We build, refresh and maintain websites that actually work for you.

NEW BUILDS

COPYWRITING & SEO

ONGOING MAINTENANCE

Basic SEO Setup

Page titles, meta descriptions and keyword structure

PER PROJECT

£200

Booking / Contact Form Setup

Form setup, enquiry routing and confirmation email

PER FORM

£125

Google Business Profile Setup

Google Business Profile setup or clean-up

PER PROJECT

£150

One-Page Website Setup

Simple landing page setup

PER PROJECT

From £425

Small Business Website

Website setup for up to 5 pages

PER PROJECT

From £1,195

Starter Website

Website setup for up to 3 pages

PER PROJECT

From £795

Website Copywriting

Page copy for website sections or full pages

PER PAGE

£85

Website Maintenance

Minor updates, checks and edits

PER MONTH

From £75

Website Refresh

Improve existing website structure, copy and design

PER PROJECT

From £450

Website Review

Review website layout, wording, structure and user journey

PER PROJECT

£150

Frequently Asked Questions

Everything you need to know before getting started.

Q. How do I get started?

Book a free discovery call through our website or WhatsApp. We'll talk through what you need, recommend the right service or package, and send over a clear quote, no pressure, no obligation.

Q. Do I need to pay a deposit?

Yes — a 50% deposit applies across the board: projects, hourly bookings and day-rate work, including for returning clients, since it protects your reserved time or project slot. Monthly retainers work differently and are paid in full at the start of each term. See How Payment Works for the full breakdown.

Q. How long will my project take?

It depends on scope: a single-page website might take a few days, a full brand package a few weeks. We'll always agree a realistic timeline with you before starting, and keep you updated throughout.

Q. Do you offer revisions?

Yes. Every project includes an agreed number of revision rounds so the end result is genuinely right for you. Additional revisions beyond that are available and clearly priced.

Q. Who actually does the work?

Elevon oversees every project personally. Where we bring in specialist freelancers for a particular skill, every contractor is vetted by us first, you're always working with Elevon, backed by trusted specialists where needed.

Q. Can I combine services from different categories?

Absolutely, many of our clients mix and match, for example a website build alongside a monthly admin retainer. Just let us know what you're juggling and we'll help you put together the right combination.

Q. What if I'm not sure what I need?

That's exactly what the discovery call is for. Tell us where your business is and where you want it to be, and we'll recommend the most practical next step, even if that's a smaller project to start.

Q. Do you work with businesses outside your local area?

Yes. Most of our services are delivered remotely regardless of location. On-site support is available with travel charged transparently for appointments outside our local area.

The logo for Elevon Consultancy is centered within a large white circle that has a thick black border and a thinner gold border. The word "ELEVON" is written in a large, blue, serif font. A small, stylized gold arrow points upwards from the center of the letter 'O'. Below "ELEVON", the word "CONSULTANCY" is written in a smaller, gold, sans-serif font, flanked by two horizontal gold lines.

ELEVON

— CONSULTANCY —



At Elevon, we believe business support should be practical, polished and built around your goals, not generic.

Whether it's a brand and website launch, sharper systems, or ongoing support behind the scenes, our role stays the same: bring clarity and craft to the parts of your business that matter, so you can focus on the rest.

Let's build something professional, purposeful, and ready to grow. We'd love to hear from you.

Let's
Connect



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www.elevonconsultancy.co.uk



Based in North London | Supporting clients across the UK

