

**Recognize the people who
make YOU look good
with a special gift on
Administrative
Professional's Day!**

This year present your Administrative Assistants, Office Managers, Coordinators and Receptionists with a gift that will 'pamper and treat' them as they deserve!

Gifts come in beautiful gift bags with matching tissue and special gift tags. They will be delivered to you in your office in advance for presentation on Administrative Professional's Day.

All gifts sets come with a 100% Satisfaction Guarantee and can be exchanged at no charge should they prefer something different.

Every gift set includes a complimentary \$10 gift card!

Place your order by April 9 to guarantee on-time delivery.

Thank you for your time and consideration. I look forward to doing business with you!

Sincerely,

Gift Sets:	Qty:	Price	Total Price
Coffee Break (female)			
Coffee Break (male)			
Sun Care Gift Set			
Office Survival Kit			
... with Indulge Soothing Eye Gel			
My Right Hand (Peach Smoothie)			
My Right Hand (fragrance-free)			
Spa Experience (Red Tea & Fig)			
Spa Experience (Lotus & Bamboo)			
Gift Certificate			
TOTAL:			

COMPANY:

CONTACT:

ADDRESS:

PHONE:

EMAIL:

METHOD OF PAYMENT:

Cash / Check /    

CVV:	EXP:
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SIGNATURE:

Administrative Professional's Week

April 19 ~ April 23, 2010



**A Lunch is only for a day,
and flower quickly fade away.
Thank your assistant on this special day
with a custom-made gift from
Mary Kay!**



Coffee Break

Satin Hands Hand Cream
in a coffee mug with specialty coffee
or coca packet and spoon

Or, Men's Shave Cream in a
coffee mug with disposable razor, specialty
coffee or cocoa packet and spoon

Gift Tag:
"Your hard work is appreciated!
Enjoy your break!"
\$15.00



Sun Care Gift Set

After Sun Replenishing Gel,
Mary Kay SPF 30 Sunscreen,
and Tinted Lip Balm with SPF 15

Gift Tag:
"You light up our office!"
\$39.00

Every gift set includes a
complimentary \$10 Gift Card!



Spa Experience

Body Care Collection with Shower Gel,
Loofah Body Cleanser, Nourishing Body
Lotion, Deo Body Spritzer and
netted sponge.

Gift Tag:
"Your hard work is appreciated!
Enjoy this spa experience!"
\$64.00

Available in Red Tea & Fig
or Lotus & Bamboo



Office Survival Kit

Energizing Foot and Leg Treatment,
Satin Hands Hand Cream
Satin Lips Lip Balm

Gift Tag:
"Our office survives because of you!"
\$31.00

... add Indulge Soothing Eye Gel
\$46.00



My Right Hand

Luxurious Satin Hands Set includes
Extra Emollient Night Cream, Peach Smoothie
Hand Scrub, Satin Hands Hand Cream. A
special pampering treat for your 'right hand!'

Gift Tag:
"Thanks for being my right hand!"
\$30.00

Also available in fragrance-free
\$34.00



Gift Card

Gift Cards come in \$5 increments
and include a Free Facial or
Custom Color Application Class.

Gift Tag:
"Your hard work is appreciated!"
\$5 and up