

Virtual Office Services Includes: BUSINESS PACKAGE \$189.00 Prestigious business address with your own Suite # Telephone number Voice Mail direct to Email Mail and Package receiving Mail forwarding (<i>postage reimbursed</i>) Fax Services (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) \$129.00 Virtual Office Services Includes: Basic 1 (no mail service) Telephone number Voice Mail direct to Email Fax Services (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) \$129.00 Virtual Office Services Includes: Basic 1 (no phone service) Prestigious business address with your own Suite # Mail and Package receiving Mail forwarding (<i>postage reimbursed</i>) Fax Services (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) \$129.00 Virtual Office Services Includes: Basic 11 (no phone service) Prestigious business address with your own Suite # Mail and Package receiving Mail forwarding (<i>postage reimbursed</i>) Fax Services (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) \$129.00 Mail and Package receiving Mail forwarding (<i>postage reimbursed</i>) Fax Services (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for costs</i>) Access to copy machine (<i>see below for co</i>	Virtual Office Services Includes:	Prestigious business ac Telephone number Voice Mail direct to Em Mail and Package rece Mail forwarding <i>(posta</i> Fax Services <i>(see belo</i>	ence room for three hours pe ddress with your own Suite # nail iving <i>tige reimbursed)</i>	\$279.00 r month
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	Large Conference Room	\$65.00/hr.	\$65.00/hr.	\$65.00/hr.
Reservations must be made through Plaza Suites. Available only during normal business hours. Based on availability.				
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All prices quoted are monthly except as noted. All rentals are subject to availability. Virtual offices are quoted with a month-tomonth agreement with a one calendar month termination notice. All pricing subject to change without notice. Pricing effective August 1, 2023.



Secretarial Support	\$15.00 per hour <i>(charged at 15 minute increments)</i>		
Copies	\$0.10 each <i>(1-1,000/month)</i> ; \$0.08 <i>(1,001 -2,000/month)</i> ; \$0.05 <i>(2,000+)</i>		
Assisted Shipping	Cost + 20% (Pieces sent via UPS, FedEx, DHL, USPS, etc.)		
Digital Scanning	\$0.25 per page		
Fax Number	\$10.00/month. Faxes received via email		
Basic Meeting Setup	\$20.00 (For set-up of coffee, tea, water, etc)		
Faxing	Incoming: Outgoing:	\$0.75/first page, \$0.25/each additional page \$1.00/fax + digital scanning charges	
Postage	Invoiced at par + \$0.05/stamp		
Set-up Fees	\$35.00 admin charge \$85.00 phone or fax number programming charge <i>(if applicable)</i>		