

## **Virtual Office Programs**

Our virtual office programs provide all the benefits of a physical office at a fraction of the cost.

	Bronze	Emerald	Silver	Gold	Platinum
Prestigious business address	✓	✓	✓	✓	✓
Mail and package handling	✓	✓	✓	✓	✓
Live receptionist to greet clients and visitors	✓	✓	✓	✓	✓
Mail forwarding (at extra charge)	✓	✓	✓	✓	✓
Personalized call answering & screening		✓		✓	✓
Call transfer (forwarding to one number of your choice)		✓		✓	✓
Local or toll free phone number		✓		✓	✓
Private voicemail box		✓		✓	✓
Voicemail notification (email or transcription services)		✓		✓	✓
Online meeting room reservations			✓	✓	✓
Conference room use (16 Hours)			✓	✓	✓
Access to fully furnished private office (4 Hours)					✓
Prices starting at	\$99.00	\$149.00	\$199.00	\$249.00	\$299.00

## **Additional Products**

1,000 minutes outgoing local/long distance	\$49.00
Additional DID/voicemail box	\$25.00
Additional phone number (local or toll free)	\$25.00
Voicemail Transcription	\$25.00