

## **OFFICES and IDENTITY PLANS**

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**CORPORATE ADDRESS PLAN** . . . . . \$82.50/month (3-month minimum)  
 • mailing address . . . . . 12-month contract: \$66.00/month  
 mail notification and mail pickup/forwarding

**CORPORATE MULTI-ADDRESS PLAN** . . . . . \$40.00/month/location  
 • mailing address for publication, in up to 3 other *élite* locations . . . . . (3-month minimum)

**CORPORATE TELEPHONE ANSWERING PLAN**  
 with private telephone line and voicemail box included . . . . . \$160.00/month  
 • professional telephone answering service with Address Plan and fax number  
 Optional extra features (call-transfer, voicemail to email, auto attendant), each \$15.00/month

**CORPORATE IDENTITY PLAN (VIRTUAL OFFICE)**  
 with private telephone line included . . . . . \$250.00/month  
*also included:*  
 ✓ prestige mailing address  
 ✓ mail handling, notification, pickup/forwarding  
 ✓ professional telephone answering  
 ✓ facsimile number  
 ✓ reception  
 ✓ office administration  
 ✓ 10 hours a month boardroom or meeting room use  
*plus access to and preferred rates on:*  
 • word processing, secretarial, clerical support  
 • incoming and outgoing facsimile service  
 • photocopies and scanning—B&W and colour  
 Optional extra features (call-transfer, voicemail to email, auto attendant), each \$15.00/month

**PRIVATE OFFICE** . . . . . from \$1,250.00/month  
*includes:*  
 ✓ address, fax number, reception and telephone answering, executive furnishings, 5 hours of executive boardroom and/or meeting room use each month, coffee and lunchroom facilities, as well as *preferred* rates on our services

2.1.19

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