

VIRTUAL OFFICE PLANS

PREMIUM VIRTUAL OFFICE PLAN	STANDARD VIRTUAL OFFICE PLAN	BASIC VIRTUAL OFFICE PLAN
<ul style="list-style-type: none"> ❖ Use of Professional Business Address ❖ 8 Hours Free Meeting Room Use per month (extra hours will be charged on an hourly basis) ❖ <u>2 hours use of Coshare desk per month</u> ❖ Complementary Tea and Coffee ❖ Lobby Listing –Your company’s name listed in the reception ❖ Mail Receipt –Incoming mails (Client to be notified once a letter is delivered) <p><u>Charged on a pay as you use basis</u></p> <ul style="list-style-type: none"> ❖ Business Support Service (Printing, Scanning and Photocopying) 	<ul style="list-style-type: none"> ❖ Use of Professional Business Address ❖ 4 Hours Free Meeting Room Use Per month (extra hours will be charged on an hourly basis) ❖ Mail Receipt-Incoming mails (Client to be notified once a letter is delivered) <p><u>Charged on a pay as you use basis</u></p> <ul style="list-style-type: none"> ❖ Business support service (Printing, Scanning and Photocopying) 	<ul style="list-style-type: none"> ❖ Use of a Professional Business Address only. ❖ (your mails are received in your company’s name only on your company’s behalf and you will be notified). ❖ Please note this does not include any complimentary meeting room use. If you require the use of a meeting room, you would have to book and pay in advance.
<p>Annual Rate: N175,000.= Refundable Security Deposit: N10,000.=</p>	<p>Annual Rate: N130,000.= Refundable Security Deposit: N5000.=</p>	<p>Annual Rate: N75,000.= Refundable Security Deposit: N5000.=</p>

***Please note Meeting Room hours and Coshare desk not used within a month cannot be carried over to the next mont**

**Please note that unused meeting room hours in a quarter cannot be carried over.