



## Full Time Office – Bristol

eOffice provides you with a fully equipped personal desk space and meeting rooms, private work areas, IT support, professional receptionists to greet your clients and handle your mail and all the essential utility services. And there are a number of optional extras available to make your business run even more smoothly.

### Office – monthly licence fee per person\*

**P.O.A.**

#### Services/Benefits:

**reg. fee £99.99/person/year**

- Prestigious office development, in the heart of Bristol
- Bristol BS1 as your new business address
- Personalised telephone answering services as an option
- Lounge area with a selection of newspapers and magazines
- Mail handling and distribution to your dedicated mail box
- IT support
- State-of-the-art furniture and ergonomic chairs
- Dedicated storage
- Use of a large selection of meeting rooms at 20% discount
- Inclusive of utilities charges (heating, electricity, air-con, building maintenance, security)
- Daily cleaning of the offices and common area
- A variety of offices from 1 to 100 people



\*\*Price based on a minimum of 10 workstations- for a minimum contract of 24 months

## Options:

### Voice connectivity – monthly fee per person

**£19.99**

- High specification digital telephone handset with personal log in feature
- Line Rental fees, 0845 non geographical number (0117 as an option)
- Voicemail accessible 24/7, message storage with remote set up retrieval
- Calls charged at business BT rate, itemised telephone bills
- Audio conferencing facilities

**set-up fee £19.99**

### Internet broadband – monthly fee per person

**£39.99**

- High speed permanent internet access, with no call charges
- Tier 1 internet connection, 8Mb dedicated leased line with back up
- High secure connectivity, with managed firewall protection and VLAN security

**set-up fee £19.99**

### Fax to email – monthly fee per line

**£9.99**

- Line rental fees, 0845 non geographical number (0117 as an option)

**set-up fee £19.99**

### Logo on directory – monthly fee

**£9.99**

- Full colour company logo in our main directory

**set-up fee £49.99**

### Extended office hours- monthly fee per person

**£9.99**

- Access to eOffice after normal operating hours and weekends (from 7am to 12am)

Prices valid from Jan 2008, subject to VAT of 17.5 %. Deposit of £500 required. Prices can change without notice.