



## Full time office – London W1

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 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 central London W1
- London W1 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
- Ergonomic furniture and chairs
- Dedicated storage
- Use of a large selection of meeting rooms at 20% discount
- Free use of interview rooms for internal meetings
- Invitation to a range of exclusive networking events and seminars
- Exclusive access to more than 100 business centres worldwide
- Inclusive of utilities charges (heating, electricity, air-con, building maintenance, security, daily cleaning)

## Options:

### eIT Plus – monthly fee per person

**£59.99**

- Includes line rental fees and 0845 non geographical number (0207 as an option)
- Tier 1 internet connection, up to 2Mb dedicated leased line with back up

**set-up fee £49.99**

### eIT Premium – monthly fee per person

**£99.99**

- Includes line rental fees and 0845 non geographical number (0207 as an option)
- Tier 1 internet connection, up to 5Mb dedicated leased line with back up
- Fax to email, 0845 non geographical portable number (0207 as an option)
- Printing – 200 x BW or colour copies

**set-up fee £49.99**

### Registered Office address – monthly fee

**£19.99**

- Use W1 as a Registered Office address (only available to UK Limited Companies)

### Logo on directory – monthly fee

**£19.99**

- Full colour company logo in our main directory

**set-up fee £49.99**

### Lounge access – monthly fee per person

**£19.99**

- Access to first floor lounge including wifi connectivity
- Up to 2 hours of access per day and 2 guests at anytime
- Mon-Sat 9am to 6pm
- Complimentary tea, coffee, water

Prices valid from Jan 2011, subject to VAT of 20%. Deposit of £500 required per workstation. Prices can change without notice.