

WORLD'S MOST  
**ADVANCED  
OFFICE**

## Elevate your business by joining Most Advanced Office in the World

7 reasons why you should choose vOffice:

- Prestigious business address and strategic location
- Real time meeting room booking
- No hidden charges
- FREE Unlimited Call Forwarding
- FREE Airport Pick-up
- FREE Issuance of Domicile Letter ( Sign up 1 year or more)
- FREE Internet Access & Projector during meeting room usage

### Service Comparison

	Virtual Office Plans Plan Fee (Monthly)		
	VO Silver IDR 480.000	VO Gold IDR 750.000	VO Platinum IDR 1.000.000
<b>Business Address</b>			
<b>Prestigious CBD Address.</b> Menara Rajawali, Jakarta Selatan (Indonesia) Address.	✓	✓	✓
<b>Receive Mails &amp; Parcels</b> on your behalf.	✓	✓	✓
<b>SMS or Email notification.</b> New mail notification will be sent to you within 4 hours from the time we receive the mail.	✓	✓	✓
<b>Local &amp; International Mail Forwarding.</b> We can forward your mails or parcel to you where ever you are*.	✓	✓	✓
<b>Scan &amp; Email service</b> is available upon request.	✓	✓	✓
<b>Elegant Reception Service.</b> Our trained Executive Assistant will greet & receive your guests professionally to enhance your business image.	✓	✓	✓
<b>Calls Handling</b>			
<b>Dedicated Local Telephone Number.</b> Your business will instantly have a local phone number. Your contacts can start calling you at this number right away.		✓	✓
<b>Professional Call Answering.</b> Our trained receptionist will answer your calls in your Business Name courteously. Messages and caller details are recorded accurately and relay to you.		✓	✓
<b>SMS or Email notification.</b> You will be notified about the caller details and message right after we've completed the call.		✓	✓
<b>Call Screening and Transfer.</b> We can connect your call to where ever you are*.			✓
<b>Personalized Voicemail.</b> Your calls can be diverted to your personalized voicemail after our standard business hours therefore you'll not miss any call. All voicemail messages are email to you instantly.			✓
<b>Fax Services</b>			
<b>Dedicated Local Fax Number.</b> You'll have a matching fax and phone number. This will further elevate customers' confident of your company.			✓
<b>Instant Fax Forwarding to your Email.</b> Your incoming fax is process by our fax server securely and is forwarded to your email instantly. For your privacy protection, we do not have access or copies of your fax.			✓
<b>Facilities</b>			
<b>Meeting Rooms.</b> You can utilize your meeting room hours at all our worldwide locations.	1 hour <i>(local)</i>	5 hours <i>(global network)</i>	8 hours <i>(global network)</i>
<b>Hot-Desking / Work Station.</b> Instant working space when you want it. Equipped with fast broadband service and complimentary drinks.		4 hours <i>(global network)</i>	8 hours <i>(global network)</i>
<b>Executive Office Suite.</b> Need to work from your own private office room or to meet client in your own office suite, you can book your Office Suite from MyvOffice in Real-Time.			3 hours
<b>Other benefits</b>			
<b>Lowest Possible Rate.</b> For Day Office or Serviced Office rental and any other business solutions we offer.	✓	✓	✓
<b>FREE Domisili Kelrahan dan Gedung.</b>	✓	✓	✓
<b>FREE Airport Pick-up Service.</b> Our trusted chauffeur can pick you up from the airport when you arrive in Jakarta - subject to availability and advance booking required.			✓

\* Additional charges may apply.

kuala lumpur  
malaysia  
plaza mont kiara



selangor  
malaysia  
empire tower



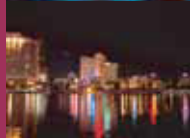
jakarta  
indonesia  
menara rajawali



melbourne  
australia  
365 little collins



ho chi minh  
vietnam  
vietnam business centre



hong kong  
china  
central tower



beijing  
china  
beijing yintai centre



bangkok  
thailand  
empire tower



menara rajawali

smarter business • better life

www.vOffice.co.id

Prestigious Jakarta Address

Menara Rajawali, Level 7-1, Jl DR Ide Agung Gde Agung  
Kawasan Mega Kuningan, Jakarta Selatan 12950, Indonesia

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## Business Concierge Services

You have so many things to take care of all at once, you are simply rushed off your feet. But don't worry. We can help you out with a wide variety of support and services so you can focus on your main priorities. vOffice provides comprehensive, one-stop solutions for client all over the world. Let us help you grow your business.

Call us for a **FREE** consultation!

- Company Formation
- Auditing
- HR Solutions
- Banking Services
- Domain & Web Hosting
- Patent & Trademark
- Taxation Advisory
- And more...
- Accounting

### Virtual Office Plans

Jakarta, Indonesia	Virtual Office Plans		
Menara Rajawali	VO Silver	VO Gold	VO Platinum
Our Price <i>Per month</i>	IDR <b>480</b> <sup>000</sup> (USD 49.81)	IDR <b>750</b> <sup>000</sup> (USD 77.83)	IDR <b>1,000</b> <sup>000</sup> (USD 77.83)
Our Packages: <b>3 months</b>		IDR <b>2,250</b> <sup>000</sup> (USD 235.00)	IDR <b>3,000</b> <sup>000</sup> (USD 314.00)
<b>12 months</b>	IDR <b>5,000</b> <sup>000</sup> (USD 522.00)	IDR <b>8,100</b> <sup>000</sup> (USD 846.00) <i>Save 10%</i>	IDR <b>9,600</b> <sup>000</sup> (USD 1,002.00) <i>Save 20%</i>
<b>24 months</b>	IDR <b>9,500</b> <sup>000</sup> (USD 992.00)	IDR <b>15,300</b> <sup>000</sup> (USD 1,597.00) <i>Save 15%</i>	IDR <b>15,600</b> <sup>000</sup> (USD 1,629.00) <i>Save 35%</i>
<b>36 months</b>	IDR <b>13,800</b> <sup>000</sup> (USD 992.00)	IDR <b>20,790</b> <sup>000</sup> (USD 2,152.18) <i>Save 23%</i>	IDR <b>20,520</b> <sup>000</sup> (USD 2,124.23) <i>Save 43%</i>

Price includes 10% VAT / PPN

### Additional Services

Meeting Room	IDR 250.000 per hour	Your meeting room is setup up according to your requirements - Coffee, Tea, Whiteboard, Marker, Pen and Internet Access are included in the price.
Secretarial Support	IDR 150.000 per hour	Highly qualified vOffice team member handle all of your word processing needs with today's most advanced and sophisticated equipment.
Fax	<b>Local (021):</b> IDR1.000 per page <b>National:</b> IDR5.000 per page <b>International:</b> IDR8.000 per page	
Photocopy	<b>Black and White:</b> IDR500 per page	
Printing	<b>Black and White:</b> IDR3.000 per page <b>Color:</b> IDR6.000 per page	
Binding	IDR 25.000 per book	
Scanning	IDR6.000 per page	
Courier Service	Preffered rate	

“ For more information, please contact: +6221 29 222 999 or [cs@voffice.co.id](mailto:cs@voffice.co.id) ”

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[www.vOffice.co.id](http://www.vOffice.co.id)

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