

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
Business Address			
Prestigious CBD Address. Office8, Sudirman Central Business District (SCBD), Jakarta Selatan (Indonesia) Address.	✓	✓	✓
Receive Mails & Parcels on your behalf.	✓	✓	✓
SMS or Email notification. New mail notification will be sent to you within 4 hours from the time we receive the mail.	✓	✓	✓
Local & International Mail Forwarding. We can forward your mails or parcel to you where ever you are*.	✓	✓	✓
Scan & Email service is available upon request.	✓	✓	✓
Elegant Reception Service. Our trained Executive Assistant will greet & receive your guests professionally to enhance your business image.	✓	✓	✓
Calls Handling			
Dedicated Local Telephone Number. Your business will instantly have a local phone number. Your contacts can start calling you at this number right away.		✓	✓
Professional Call Answering. Our trained receptionist will answer your calls in your Business Name courteously. Messages and caller details are recorded accurately and relay to you.		✓	✓
SMS or Email notification. You will be notified about the caller details and message right after we've completed the call.		✓	✓
Call Screening and Transfer. We can connect your call to where ever you are*.			✓
Personalized Voicemail. 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.			✓
Fax Services			
Dedicated Local Fax Number. You'll have a matching fax and phone number. This will further elevate customers' confident of your company.			✓
Instant Fax Forwarding to your Email. 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.			✓
Facilities			
Meeting Rooms. You can utilize your meeting room hours at all our worldwide locations.	1 hour (local)	5 hours (global network)	8 hours (global network)
Hot-Desking / Work Station. Instant working space when you want it. Equipped with fast broadband service and complimentary drinks.		4 hours (global network)	8 hours (global network)
Executive Office Suite. 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
Other benefits			
Lowest Possible Rate. For Day Office or Serviced Office rental and any other business solutions we offer.	✓	✓	✓
FREE Domisili Kelrahan dan Gedung.	✓	✓	✓
FREE Airport Pick-up Service. Our trusted chauffer can pick you up from the airport when you arrive in Jakarta - subject to availability and advance booking required.			✓

* Additional charges may apply.

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www.vOffice.co.id

Prestigious Jakarta Address

Office8, Level 18 A, Jl Jend Sudirman Kav 52-53
Sudirman Central Business District (SCBD), Jakarta Selatan 12190, Indonesia

kuala lumpur
malaysia
plaza mont kiara



selangor
malaysia
empire tower



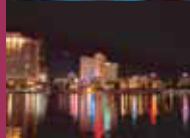
jakarta
indonesia
menara rajawali



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



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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		
Office8	VO Silver	VO Gold	VO Platinum
Our Price Per month	IDR 480 ⁰⁰⁰ (USD 49.81)	IDR 750 ⁰⁰⁰ (USD 77.83)	IDR 1,000 ⁰⁰⁰ (USD 77.83)
Our Packages: 3 months		IDR 2,250 ⁰⁰⁰ (USD 235.00)	IDR 3,000 ⁰⁰⁰ (USD 314.00)
12 months	IDR 5,000 ⁰⁰⁰ (USD 522.00)	IDR 8,100 ⁰⁰⁰ (USD 846.00) <i>Save 10%</i>	IDR 9,600 ⁰⁰⁰ (USD 1,002.00) <i>Save 20%</i>
24 months	IDR 9,500 ⁰⁰⁰ (USD 992.00)	IDR 15,300 ⁰⁰⁰ (USD 1,597.00) <i>Save 15%</i>	IDR 15,600 ⁰⁰⁰ (USD 1,629.00) <i>Save 35%</i>
36 months	IDR 13,800 ⁰⁰⁰ (USD 992.00)	IDR 20,790 ⁰⁰⁰ (USD 2,152.18) <i>Save 23%</i>	IDR 20,520 ⁰⁰⁰ (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	Local (021): IDR1.000 per page National: IDR5.000 per page International: IDR8.000 per page	
Photocopy	Black and White: IDR500 per page	
Printing	Black and White: IDR3.000 per page Color: IDR6.000 per page	
Binding	IDR 25.000 per book	
Scanning	IDR6.000 per page	
Courier Service	Preferred rate	

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

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