

# VIRTUAL OFFICE Service Plans

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**Initial Set up fee: \$150.00- One Time Charge**

The following Service Plans are available to meet your business needs on a monthly basis:

**Plan A** **\$75.00 per month**

- Corporate mailing address
- Access to office up to 4 hours per week\*
- Fax Services
- Access to computer, T-1 line for high speed internet access and printer
- Utilize the phone for local phone calls

**Plan B** **\$125.00 per month**

- Corporate mailing address
- Access to office up to 16 hours per week \*
- Fax Services
- Access to computer, T-1 line for high speed internet access and printer
- Utilize the phone for local phone calls
- Photo copy services (150 copies per month with access code)
- Access to meeting room up to 4 hours per week\*

**Plan C** **\$150.00 per month**

- Corporate mailing address
- Access to office up to 20 hours per week \*
- Fax Services
- Access to computer, T-1 line for high speed internet access and printer
- Utilize the phone for local phone calls
- Photo copy services (150 copies per month with access code)
- Access to meeting room up to 8 hours per week\*
- Place your business name on the bulletin board

**Plan D** **\$200.00 per month**

- Corporate mailing address
- Access to office up to 30 hours per week \*
- Fax Services
- Access to computer, T-1 line for high speed internet access and printer
- Utilize the phone for local phone calls
- Photo copy services (150 copies per month with access code)
- Access to meeting room up to 8 hours per week\*
- Place your business name on the bulletin board

\* Additional Time Available for fee

**Conditions: Access to building during CHARO Corporate office hours only - subject to holidays and other office planned and unplanned closures.**