

# Private Office Service Charges

Itemized service charges and bundled packages are per person, per month. **Each private office includes 4 meeting room credits per month.** Credits expire at the end of each month and renew on the 1<sup>st</sup> of the following month.

Monthly Charges	Itemized Charges	Discounted Service Packages		
		Starter	Standard	Full Support
			(Most popular)	(All inclusive)

## Bundled Packages

Each User		\$149	\$199	\$349
Package Discount Value		\$226 Value	\$474 Value	\$1,210 Value

## Individual Services & Charges

<b>Standard Office Furnishing</b> Comfortable, functional, and flexible	\$95/standard \$69/workstation	Workstation	Standard Office	Standard Office
<b>Beverage Service</b> Hot beverages and filtered water for you and your guests	\$19	Included	Included	Included
<b>Network Access</b> Enterprise Grade WiFi & Ethernet- speeds up to 1 Gb/s	\$49 / \$79 / \$129	Up to 100 Mbps	Up to 200 Mbps	Up to 500 Mbps
<b>Mail Service</b> We collect & distribute your mail during business hours.	Starts at \$69/mo.	Included	Included	Included
<b>Member Resources</b> Access to events, programming, and member portal	Priceless	Included	Included	Included
<b>Meeting Rooms</b> Day Office: Small: Medium: Large: Boardroom:	Starts at \$20/hr (1 credit) Starts at \$35/hr (2 credits) Starts at \$40/hr (3 credits) Starts at \$50/hr (4 credits) Starts at \$60/hr (5+ credits)	15% off hourly rate	8 Credits Included, then 15% off hourly rate	24 Credits Included, then 15% off hourly rate
<b>Black &amp; White Copying / Printing</b>	\$0.09/page		100 Included	200 Included
<b>Color Copying / Printing</b>	\$0.39/page		100 Included	200 Included
<b>Scan to Email</b>	\$0.04/page		Unlimited	Unlimited
<b>Digital Mail</b> Mail alerts/forwarding/scanning per your instructions. Charges for postage may apply.	\$49/month \$8/instance			Included
<b>Telephone System</b> Managed phone system and multi-featured phone set	\$49/month			Included
<b>Standard Call Answering</b> We provide you a business phone number and your calls are answered by our receptionist from 8:30 am to 5:00 pm PT and patched to a number of your choice. Voicemail with audio file also included.	\$144			Included
<b>Call Screening/Announcing</b> Your calls are screened allowing you to choose which calls to accept. Must also have Standard Call Answering.	\$50			Included
<b>Coast-to-Coast Call Answering</b> Extended live answering from 5:30am – 8:30am PT	\$19			Included
<b>Unlimited Long Distance</b> Unlimited throughout the USA	\$39			Included
<b>20-Credit Bundle</b> For additional access to day offices, meeting rooms and flex desks. Used in 1-hour increments.	Starts at \$149			
<b>Business Support</b> Copying, catering arrangements, etc.	\$38/hr			
<b>IT Services</b> Remote Desktop, LAN, WAN, VLAN, VPN, and more	Starting at \$149/hr			

## Office Monthly Charge

Pacific Workplaces provides turnkey, fully serviced, on-demand offices with the infrastructure, technology, and support you need. You focus on your business, and we do the rest. You will have access to all the support resources you need on a cost-effective and pay-as-you-go basis. Cost-effective because you are sharing an infrastructure with many other tenants without waste, paying only a fraction of the cost necessary to acquire and implement these services. Pay-as-you-go, because you only pay for the services you use. In other words, we offer a unique Workplace-as-a-Service™ environment!

Rent charges vary from location to location depending upon size and term length, but always include:

- ✓ 4 meeting room credits/office/month
- ✓ Professional business address
- ✓ 24/7 Access
- ✓ Janitorial Services
- ✓ Mail Services
- ✓ All utilities
- ✓ Café/Lounge with refrigerator, microwave, and dishwasher
- ✓ Member resources including community events and access to member portal
- ✓ Friendly onsite staff to assist you with administrative and support needs
- ✓ Access to a network of regional locations when mobile workers need touchdown space through our Pacific Touchdown Passes.

## Installation & Set Up Charges

Installation Charges	Itemized	Discounted Packages		
		Starter	Standard	Full Support

### Bundled Service Packages

Per User Installation		\$99	\$99	\$199
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### Individual Services & Charges

Service	Charge	Starter	Standard	Full Support
Mail Installation	\$99	Included	Included	Included
Internet Connectivity	\$65/user	Included	Included	Included
Telephone Installation	\$100/phone	N/A	N/A	Included
Office Set-up	\$95	Included	Included	Included

### Refundable Service Deposits

Deposit Type	Starter	Standard	Full Support
Key Deposit	\$50/user	\$50/user	\$50/user
Service Deposit	1 month rent & fixed services	1 month rent & fixed services	1 month rent & fixed services