

Regal PROFESSIONAL CENTRE

Virtual Options

Select the package that's right for you!

	A	B	C
	Address, Mail & Fax \$12 + GST Per week	Address, Mail, Fax & Phone Number \$20 + GST per week	Address, Mail, Fax, Phone Answering & meetings \$35 + GST per week
Prestigious Office Address and Postal Address with professionally greeting of your clients & referring on of new enquiries	✓	✓	✓
Mail Management collection, holding & forwarding (any on-costs passed on)	✓	✓	✓
Fax Number, Fax Receipt & Redirection to email	✓	✓	✓
Company Identification On Directory Board at building foyer	✓	✓	✓
Display of your Business Marketing Paraphernalia in reception & waiting room	✓	✓	✓
Your business link on our website	✓	✓	✓
Preferential Treatment on hiring meeting & offices	✓	✓	✓
Dedicated Telephone Number (local or STD Number, e.g. Sydney) with option of auto- redirection as per your 'Follow Me' options*		✓	✓
Voicemail messages automatically emailed to you Or stored for access over the phone		✓	✓
Your Phone Number professionally answered in your business name and either redirected to you or your voicemail and/or messages taken and forwarded to your email			✓
* Includes 'Lite' Usage of up to 25 calls / messages per month then excess calls @ \$1.50. Note: (Option to select 'Medium' Usage up to 100 calls / messages per month for additional \$8/wk)			
10% discount on meeting room hire		✓	✓
10% discount on virtual office administration support		✓	✓
Free meeting room allowance			✓

*Redirection costs may apply at very competitive VoIP rates

All prices are exclusive of GST. Regal Professional Centre has the right to alter these prices at any time at our discretion. Minimum three months and one month's notice to cease.

Regal Professional Centre, Level 1, 118 Main Street (PO Box 488) Mittagong NSW 2575

Tel: +61 2 4855 1050 Fax: +61 20 4872 1866

Email: info@regalpc.com.au Web: www.regalservicedoffices.com

Order Form



Supplier **Regal Professional Centre P/L**

ABN 48 079 322 919

Business Name.....

Name of Authorising Contact Person

Address.....

.....

Contact Number.....

Email.....

Address.....

Website.....

Date of Occupation / /

Virtual Office Package

Package A ☐ \$ 12 per week + GST

Package B ☐ \$ 20 per week + GST

Package C ☐ \$ 35 per week + GST

Method of Payment

☐ Direct Deposit

NAB - BSB 082-711

A/c No – 1792 561 95

Note Please leave Business Name as reference on all transfers

Credit Card Payment

☐ **Visa** ☐ **Mastercard**

Name on Card

Card No./...../...../..... **Exp Date**/.....

CVV.....

Total Payment Amount \$ per month*

Billed Quarterly in advance

Authorised Signature

Date..... /..... /.....

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