



## DOES YOUR BUSINESS NEED THAT PROFESSIONAL FEEL?

*Whether you are based at home or you're constantly on the move with no need for a permanent office, Dexter Virtual Office will give you the right support with a prime business address and professional call and mail handling.*

### ■ TELECOMS AND MESSAGE HANDLING

A dedicated phone number, with a professional and personalised call handling service in your company name will ensure you never miss a call. Mail and fax will also be handed according to your instructions.

### ■ ADDRESS AND LOCATION SERVICES

Select one of our prime business addresses and have access to a choice of presentation rooms for those business meetings and presentations. Either way your customers will feel that you are a company that they want to do business with.

From as little as £57 per month, we will offer you the following:

- Dedicated local telephone number
- Professional call answering and message taking/forwarding
- No more missed calls
- Professional business address
- Post and parcel management

If you want to proceed with a virtual office account why not call us now on **01883 621000**.

We could be answering your calls in just a few hours.

### ■ VIRTUAL OFFICE - ACCOMMODATION SERVICE

Quarterly charge for forwarding mail, faxes and telephone answering	£324.00
Quarterly charge for forwarding mail and faxes	£171.00
Quarterly charge for telephone answering	£171.00
All Mail Forwarding - our standard rate applies	

■ *A £100 Deposit is required for all Virtual Office Services.*

■ Prices exclude VAT and are net of a 10% Settlement Discount, if the Account is paid on or before the 1st day of each quarterly period.