



VIRTUAL OFFICE
CONFERENCE & MEETING ROOM

SELECT YOUR PLAN		VIRTUAL IDENTITY	VIRTUAL IDENTITY & PHONE	VIRTUAL IDENTITY & CONFERENCE	VIRTUAL OFFICE	VIRTUAL OFFICE PLUS
		\$65 PER MONTH	\$95 PER MONTH	\$95 PER MONTH	\$145 PER MONTH	\$195 PER MONTH
		 	  	  	  	   
CONF. RM.	CONF & MEETING RM OR FURNISHED OFFICE	MEMBER RATES	MEMBER RATES	5 HRS/MONTH	10 HRS/MONTH	20 HRS/MONTH
PRESENCE	**PREMIERE BUSINESS ADDRESS W/ NAME ON CORPORATE MARQUEE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	MAILBOX, SHIPPING & RECEIVING, PICK UP & DROP OFF SERVICES- COLLECTION AND HANDLING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	MAIL FORWARDING- AS NEEDED OR SCHEDULED MAIL FORWARDING, SCAN TO EMAIL ALSO AVAILABLE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	RECEPTIONIST TO GREET CLIENTS & VISITORS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PHONE & FAX	LOCAL FAX NUMBER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	PHONE PACKAGE A: LOCAL PHONE NUMBER; EXTENSION TREE; CALL TRANSFERRING, FORWARDING, AND MESSAGING	+\$35*	<input checked="" type="checkbox"/>	+\$25*	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	PHONE PACKAGE B: PHONE PACKAGE A + LIVE ANSWERING***	+\$95*	+\$55*	+\$55*	+\$55*	+\$55*
MEMBERSHIP	ACCESS TO BUILDING AND STAFF DURING NORMAL BUSINESS HOURS	8 A.M. - 5 P.M.	8 A.M. - 5 P.M.	8 A.M. - 5 P.M.	8 A.M. - 5 P.M.	8 A.M. - 5 P.M.
	OHIVE UNIVERSAL CARD & ACCOUNT, ONLINE COMMUNITY, NETWORKING EVENTS, DISCOUNTED RATES, SPECIAL OFFERS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	USE OF COMMON AREAS: RECEPTION LOBBY, SURF CAFÉ, KITCHEN, CONFERENCE AREA, COPY CENTER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	PRIVATE AUDIO & WEB CONFERENCING ACCOUNT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	ACCESS TO OTHER OHIVE FACILITES, LOUNGES, AND CONFERENCE CENTERS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SET UP	SET-UP FEE – ONE-TIME CHARGE	+\$75	+\$125	+\$125	+\$125	+\$125
	24/7 ACCESS CARD FEE – ONE-TIME CHARGE	\$45	\$45	\$45	\$45	\$45
ADD-ONS	ADDITIONAL MONTHLY SERVICES	ADD 5 HRS CONF ROOM - \$55 ADD 10 HRS - \$95			B&W COPIES/ PRINTS/COLOR SCAN QTY. 100 = \$5/MO.	COLOR COPIES/ PRINTS QTY. 100 = \$25/MO.
		UNLIMITED FRONT DESK FAX \$10/MO.	ADDITIONAL PHONE PROFILES \$15/MO.		VM TO EMAIL \$10/MO.	

*ADDING A PHONE PACKAGE TO ANY OF THE VIRTUAL IDENTITY PLANS IS AN ADDITIONAL ONE-TIME SET-UP FEE OF \$50.

**MEMBERS CAN USE EITHER ADDRESS TO ADVERTISE THEIR BUSINESS.

***INCLUDES 3 PROFILES, ADDITIONAL PROFILES \$15/MO.



CO-WORKING & DESK SPACE PLANS STARTING PRICE



DAY TRIPPER

FLEXIBLE DESK SPACE, DAY PASS, HIGH-SPEED INTERNET,
ACCESS TO ADMINISTRATIVE SERVICES

\$45/DAY

FLEX DESK

UP TO 10 DAYS/MONTH, 8:30 AM - 5:30 PM M-F, 5 HOURS
CONFERENCE ROOM/MONTH, MEMBERSHIP, BUSINESS ADDRESS,
HIGH-SPEED INTERNET, ACCESS TO ADMIN SERVICES

\$195/MO

FLEX DESK PLUS

UNLIMITED MONTHLY VISITS, 8:30 AM - 5:30 PM M-F, 8 HOURS
CONFERENCE ROOM/MONTH, 200 B&W COPIES/PRINTS,
MEMBERSHIP, BUSINESS ADDRESS, HIGH-SPEED INTERNET,
ACCESS TO ADMIN SERVICES

\$245/MO

DEDICATED DESK

DEDICATED DESK, (24 HOUR ACCESS AVAILABLE FOR A FEE),
8 HOURS CONFERENCE ROOM/MONTH, 200 B&W COPIES/PRINTS,
MEMBERSHIP, BUSINESS ADDRESS, HIGH-SPEED INTERNET,
ACCESS TO ADMIN SERVICES

\$295/MO

DEDICATED DESK PLUS

DEDICATED DESK, 24 HOUR ACCESS INCLUDING LOCAL PHONE
NUMBER WITH AUTOMATED PHONE ANSWERING & VM, 16
HOURS CONFERENCE ROOM/MONTH, 200 B&W COPIES/PRINTS,
MEMBERSHIP, BUSINESS ADDRESS, HIGH-SPEED INTERNET,
ACCESS TO ADMIN SERVICES

\$395/MO

ADD-ONS & PACKAGE ENHANCEMENTS STARTING PRICE



ADD LOCAL PHONE NUMBER W/ FORWARDING +\$25/MO

ADD LOCAL PHONE NUMBER W/ AUTOMATED PHONE ANSWERING W/ VM +\$35/MO

UP TO TWO (2) PROFILES & VM'S INCLUDED

ADD LOCAL PHONE NUMBER W/ LIVE PHONE ANSWERING +\$95/MO

AFTER-HOUR AUTO ATTENDANT W/ VM (UP TO 2 PROFILES)



ADD LOCAL FAX LINE +\$10/MO

UNLIMITED FAXES TO FRONT DESK

ADD 5 HRS/MO CONFERENCE ROOM +\$55/MO

ADD 10 HRS/MO CONFERENCE ROOM +\$95/MO

ADD 100 B&W COPIES/PRINTS +\$5/MO

ADD 100 COLOR COPIES/PRINTS +\$25/MO



OFFICE & TEAM ROOM RATES & PLANS

SELECT YOUR PLAN		EXECUTIVE SUITE – 1 & 2 PERSON OFFICE	TEAM ROOM – 3+ PERSON OFFICE
		\$550 – \$1250 PER MONTH	\$750 – \$2500 PER MONTH
OFFICE	OFFICE ACCESS	24/7 KEY & CARD ACCESS	24/7 KEY & CARD ACCESS
	FURNISHED OFFICE (DESK, OFFICE CHAIR, VISITOR CHAIR, BOOKSHELF, ETC.) OR FURNISHINGS REMOVED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	GAS, ELECTRIC, WATER, SEWER, GARBAGE, LANDSCAPING, PLOWING AND MAINTENANCE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	OFFICE CLEANING – NIGHTLY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
INTERNET, PHONE & FAX	HIGH SPEED INTERNET, DIGITAL PHONE W/ 3 OUTGOING AND INCOMING LINES, AUTOMATED PHONE ANSWERING, CALL TRANSERRING AND VOICEMAIL	\$110 / PERSON	\$110 / PERSON
	LIVE PHONE ANSWERING	\$45 / COMPANY	\$45 / COMPANY
	LONG DISTANCE/LOCAL CALLS	INCLUDED	INCLUDED
	LOCAL FAX NUMBER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
BUS .CTR	CONFERENCE ROOM	25 HRS./ PERSON / MO.	45 HRS./ M.O.
	B&W COPIES AND PRINTS	200 PGS./ PERSON/ MO.	500 PGS./ M.O.
PRESENCE	PREMIERE BUSINESS ADDRESS W/ NAME ON CORPORATE MARQUEE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	MAILBOX, SHIPPING & RECIEVING. PICK UP & DROP OFF SERVICES- COLLECTION AND HANDLING	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	MAIL FORWARDING-AS NEEDED OR SCHEDULED MAIL FORWARDING, SCAN TO EMAIL ALSO AVAILABLE (ADDITIONAL COST)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	RECEPTIONIST TO GREET CLIENTS & VISITORS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MEMBERSHIP	OHIVE UNIVERSAL CARD & ACCOUNT, ACCESS TO ONLINE COMMUNITY, NETWORKING EVENTS, DISCOUNTED RATES AND SPECIAL OFFERS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	USE OF COMMON AREAS: RECEPTION LOBBY, SURF CAFÉ, KITCHEN, CONFERENCE AREA, COPY CENTER	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	ACCESS TO STAFF DURING NORMAL BUSINESS HOURS	8 A.M. - 5 P.M.	8 A.M. - 5 P.M.
	PRIVATE AUDIO & WEB CONFERENCING ACCOUNT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	ACCESS TO OTHER OHIVE FACILITIES, LOUNGES, AND CONFERENCE CENTERS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
SET UP	SET UP FEE – INSTALL OF PHONE AND INTERNET. ACCOUNT PROFILE, MAILBOX KEY, OFFICE KEY, BUILDING PASS, ETC.	\$195 FEE*	\$245 FEE**
	OFFICE KEYS & BUILDING PASSES INCLUDED	1 SET / PERSON	1 SET / PERSON
	ACTIVATION FEE – PARKING	\$45 / CARD	\$45 / CARD
	SECURITY RETAINER	ONE MONTH RENT	ONE MONTH RENT
TERM	MONTHLY	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
ADD ONS	ADDITIONAL MONTHLY SERVICES	ADD 5 HRS. CONF. ROOM (MAX OF 40 HRS. W/ ANY PACKAGE, AFTER 40 HRS, MEMBER'S RATE OF \$12.50 PER HR. APPLIES)	B&W COPIES/ PRINTS/COLOR SCAN QTY 100 = \$5/MO QTY 500 = \$25/MO
		UNLIMITED FRONT DESK FAX	COLOR COPIES/ PRINTS QTY 100 = \$25/MO QTY 500 = \$95/MO
		ADDITIONAL PHONE PROFILES	FAX LINE IN OFFICE
			VM TO EMAIL

*PLUS \$25/ADDITIONAL PERSON, AFTER THE SECOND PERSON **PLUS \$25/ADDITIONAL PERSON, AFTER THE THIRD PERSON.

RATES	HOURLY RATE		FULL DAY (9 HOURS)	
	ROOM TYPE	PUBLIC	MEMBER	PUBLIC
LARGE CONFERENCE & TRAINING ROOMS	\$35.00	\$12.50	\$175.00	\$112.50
LARGE MEETING & BOARD ROOMS	\$30.00	\$12.50	\$150.00	\$112.50
SMALL MEETING ROOMS	\$25.00	\$12.50	\$125.00	\$112.50

Cancellations must be made 24 hours in advance to avoid charges. Payment must be recieved prior to meeting.

ROOMS	ROOM TYPE	CEILING HEIGHT	FLOOR #	CAPACITY & ROOM FORMATIONS					HANDSET PHONE	APPLE TV	NET-WORKABLE	LCD DISPLAY
				NAME	TYPE	H	FL. #	BOARD ROOM				
SANTIAGO	LARGE CONF. & TRAINING	9'	1	14	18	15	16	20	Y	Y	Y	IN-ROOM
EDINBURGH	LARGE CONF. & TRAINING	9'	2	8	N/A	N/A	N/A	N/A	Y	Y	Y	IN-ROOM
MILAN	LARGE MEETING & BOARD ROOM	9'	3	6	N/A	N/A	N/A	N/A	Y	Y	Y	IN-ROOM
LONDON	LARGE MEETING & BOARD ROOM	9'	1	6	N/A	N/A	N/A	N/A	Y	Y	Y	IN-ROOM
NAIROBI	LARGE MEETING & BOARD ROOM	9'	1	6	N/A	N/A	N/A	N/A	Y	Y	Y	IN-ROOM
CHICAGO	SMALL MEETING ROOM	9'	3	5	N/A	N/A	N/A	N/A	Y	Y	Y	IN-ROOM
NASHUA	SMALL MEETING ROOM	9'	2	5	N/A	N/A	N/A	N/A	Y	N	Y	RESERVE
BOSTON	SMALL MEETING ROOM	9'	3	5	N/A	N/A	N/A	N/A	Y	N	Y	RESERVE

Coffee, tea, and water provided for clients in the lobby only (caraffes are available). Free wireless internet & digital phone handset w/ speaker phone in all rooms LCD. Projector & TV carts available if no projection or LCD TV are built in.

Contact us for more information!

