



Smarter Business · Better Life

VIRTUAL OFFICE

Instant formal business presence
for companies

www.vOffice.com.ph
cs@vOffice.com.ph
+63 2 3224 2000



Great for Small Medium Businesses, Startups, Foreign Companies wanting a formal business presence & a more sensible office for our New Norm.

vOffice Virtual Office covers all the core office functions such as Formal Office Address, Receptionist & Call Answering Service, Mail Receiving & Forwarding, Meeting Rooms & Workspace on a Fixed Price. vOffice Virtual Office can be used for Company Incorporation and is SEC & BIR approved.

28K

Serving over 28,000 businesses worldwide

45

Locations globally & still growing

800K

Pieces of mails/ parcels handled per month

500K

Phone calls received & handled per month

Companies that trust us:





Instant formal business presence

AVAILABLE IN MAKATI, QUEZON CITY, ROCKWELL & BGC.

Our Virtual Office is not just a business address. It is a whole suite of business services to empower you to focus on doing what matter most and we will take care of everything else.

SERVICE COMPARISON

	Virtual Office (Address Only) <small>Previously known as Virtual Office Silver</small>	Virtual Office + Call Answering <small>Previously known as Virtual Office Gold+</small>	Virtual Office + Call Answering + Fax <small>Previously known as Virtual Office Platinum</small>
Business Address			
Prestigious Business Address	✓	✓	✓
Receiving Mails & Parcels <small>With SMS or Email Notification</small>	✓	✓	✓
Elegant Reception Service	✓	✓	✓
Call Handling			
Dedicated Local Telephone Number	✗	✓	✓
Professional Call Answering <small>With SMS or Email Notification</small>	✗	✓	✓
Receive Call Notification via SMS / Email	✗	✓	✓
Call Screening & Transfer	✗	✓	✓
Personalised Voicemail	✗	✗	✓
Fax Service			
Dedicated Local Fax Number	✗	✗	✓
Instant Fax Forwarding to your Email	✗	✗	✓
Facilities*			
Meeting Rooms <small>Access to our worldwide location</small>	1 Hour Local	5 Hours Local & Global	8 Hours Local & Global
Workspace Usage	3 Hours	15 Hours	30 Hours
Co-Working Day Pass	2 Days	2 Days	2 Days
<small>*Usage/Pass per month</small>			
Other Benefits			
Free International Call Transfer	✗	✓	✓
Lowest Possible Rate	✓	✓	✓

PLANS & PRICING FOR

Bonifacio Global City



	Virtual Office (Address Only) <small>Previously known as Virtual Office Silver</small>	Virtual Office + Call Answering <small>Previously known as Virtual Office Gold+</small>	Virtual Office + Call Answering + Fax <small>Previously known as Virtual Office Platinum</small>
monthly	2,894	5,904	7,098
6 mo <i>19% Discount</i>	14,060 <small>Save PHP3,304</small>	28,682 <small>Save PHP6,742</small>	34,497 <small>Save PHP8,091</small>
12 mo <i>27% Discount</i>	25,308 <small>Save PHP9,420</small>	51,628 <small>Save PHP19,220</small>	62,094 <small>Save PHP23,082</small>
24 mo <i>35% Discount</i>	45,288 <small>Save PHP24,168</small>	92,386 <small>Save PHP49,310</small>	111,115 <small>Save PHP59,237</small>
36 mo <i>42% Discount</i>	60,385 <small>Save PHP43,799</small>	123,182 <small>Save PHP89,362</small>	148,154 <small>Save PHP107,374</small>



Prices shown in Pesos (P) and inclusive of 12% VAT.

Fort Legend Tower

31st Street & 3rd Avenue

One Global Place

25th Street & 5th Avenue



PLANS & PRICING FOR

Quezon City



	Virtual Office (Address Only) <small>Previously known as Virtual Office Silver</small>	Virtual Office + Call Answering <small>Previously known as Virtual Office Gold+</small>	Virtual Office + Call Answering + Fax <small>Previously known as Virtual Office Platinum</small>
monthly	1,903	2,799	3,695
3 mo	-	8,397	11,085
6 mo <i>5% Discount</i>	10,846 <small>Save PHP571</small>	15,954 <small>Save PHP839</small>	21,061 <small>Save PHP1,108</small>
12 mo <i>15% Discount</i>	19,409 <small>Save PHP3,426</small>	28,549 <small>Save PHP5,038</small>	37,688 <small>Save PHP6,651</small>
24 mo <i>30% Discount</i>	31,968 <small>Save PHP13,701</small>	47,021 <small>Save PHP20,152</small>	62,074 <small>Save PHP26,603</small>

Prices shown in Pesos (P) and inclusive of 12% VAT.



Hollywood Square Building

33 West Avenue

Fairview

Lot 11 Block 2, Novaliches



PLANS & PRICING FOR

San Pedro Laguna



	Virtual Office (Address Only) <small>Previously known as Virtual Office Silver</small>	Virtual Office + Call Answering <small>Previously known as Virtual Office Gold+</small>	Virtual Office + Call Answering + Fax <small>Previously known as Virtual Office Platinum</small>
monthly	1,903	2,799	3,695
3 mo	-	8,397	11,085
6 mo <i>5% Discount</i>	10,846 <small>Save PHP571</small>	15,954 <small>Save PHP839</small>	21,061 <small>Save PHP1,108</small>
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Prices shown in Pesos (P) and inclusive of 12% VAT.



GA Alvarez Building

21A Mabini Street, Poblacion
San Pedro Laguna

