

Virtual Office Services

Make Your Business Thrive with a Premium Office Location



Premium Locations in Melbourne, Sydney and Brisbane.

Whether you need a premium business address to enhance your business image; centralise your mail and courier deliveries; or have access to flexible office, meeting and conference facilities; Business1300 has the right virtual office solution for your business.

Make Your Business Thrive with a Premium Office Address and Centralised Office and Meeting Facilities from only \$79 per Month.



Premium Business Address

Project a professional image and strengthen your business credibility with a premium business address. Ideal for businesses of all sizes. From SOHO operators to SME businesses with a remote workforce and multiple locations.



Central Office Facilities

Create a central office and meeting space for your business, staff and clients. Enable remote workers to use a professional office environment when needed. Use a variety of meeting and conference rooms to suit the occasion.



No Long Term Contracts

Take advantage of our unbeatable rates across a variety of virtual office services with no long term contracts or commitments. Enquire about custom plans to suit your business needs.

Call Us on [1300 00 1300](tel:1300001300) or Enquire Online and Make Your Business Even More Outstanding

INFORMATION ABOUT THE PRICING

MONTHLY ACCESS FEE and INCLUDED CREDITS

	V0 \$79 P/MTH	V0* \$138 P/MTH
Premium Address	Included	Included
Mail Management	Included	Included
Discounted Hire Rates	Included	Included
Monthly Fee	\$79	\$138
Included Addresses	1	2
Additional Addresses	-	\$69

MINIMUM TERM and SET UP FEE

Minimum Term: 3 Months. Set Up Fee: \$20.

PLAN CHANGES and CANCELLATIONS

You can change your plan at any time and changes take effect from the commencement of the following billing period. Services can be cancelled at any time after the minimum term. A full monthly access fee applies to the billing period in which the service is being cancelled.

DISCOUNTED OFFICE AND MEETING HIRE RATES

Office and meeting room hire is subject to availability and a current subscription to one of Business1300's virtual office plans is required to use the facilities and secure a booking. Please contact our Customer Care Team on 1300 00 1300 for further information.

OTHER INFORMATION

FULL TERMS

Information and pricing is correct at the time of publication and is subject to change. All pricing is **exclusive of GST**. This information is a summary only. For full details of the Customer Terms and Company Policies, please visit www.business1300.com.au/policies-legal

ACTIVATION TIMEFRAMES

Upon receiving and accepting the Service Application Form, we will commence the service activation process and inform you of the approximate activation timeframe. As a general guide, new service activations are completed within two (2) business days.

BILLING

We will bill you in advance for the monthly access fee on a pro-rata basis and in arrears for any additional charges. Any included value will be calculated according to the portion of the month it relates to. Our billing cycle ends at the end of a calendar month and your first bill will include the part of the month when the service was activated as well as the monthly access fee in advance for the following month. Business1300's standard method for bill delivery is email. Paper billing is available for a monthly fee of \$5. To opt in to paper billing, please contact our Customer Care Team on 1300 00 1300.

PAYMENT METHOD

We accept payment by Direct Debit from a bank account or a credit card. Other payment terms are available by prior arrangement only. For further details please contact Customer Care Team.

CONTACT US

Business1300 is committed to excellence in customer service and advice to its customers. If you have any questions regarding the service please contact our Customer Care Team on 1300 00 1300 or visit business1300.com.au/contact-us

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