

Create the right first
impression for your business



VIRTUAL OFFICE



Virtual office clients benefit from a fantastic range of services, including:

- A professional business address
- Mail handling services
- Your own 'reception service'
- A local telephone number
- Day offices
- Coworking spaces
- On-site meetings
- Business Support

Our Virtual Office service is easy to set up and available at all UBCUK locations:



North: Warrington, Cheshire
Midlands: Birmingham Business Park
Henley in Arden, Warwickshire
London: The Mille, Brentford

The South & South West:
Cirencester, Gloucestershire
Fleet, Hampshire
Ocean Village, Southampton



www.ubcuk.com/virtual-office



Select the UBC Virtual Office that's right for your business.

We offer a range of virtual office packages to suit your business, whatever your individual needs. Plus, when you sign up for any of our virtual office services, you'll also get a 10% discount on meeting room hire, hot-desking and coworking* at any UBC location. Choose from Mailing Address with or without telephone service or our 'Elite' Service that includes access to free hot-desk and meeting rooms.

VIRTUAL OFFICE MAIN FEATURE COMPARISON

	Essentials	Complete	Elite
	£44.95	£99.95	£179.95
Business Address at your chosen location	✓	✓	✓
Mail Forwarding/Scanning/Collection	✓	✓	✓
Enterprise Nation Online Membership	✓	✓	✓
Provision of an exclusive telephone number	✗	✓	✓
Telephone Answering up to 100 inbound calls per month	✗	✓	✓
Registered Office Address	£10 pcm	£10 pcm	✓
2 coworking days per month	Extra	Extra	✓
2 hours meeting room per month	Extra	Extra	✓
Additional Virtual Office location discount	35%	35%	35%
Set up fee per virtual Office	£40	£40	£40