

# **The Beacon Virtual Office Services**

If you don't need an office, but you'd like the convenience of a business address and/or phone number, we can help:

#### **Virtual Services**

### Business Address: £30.00 Per Month

- Professional Newcastle business address, post can be stored at The Beacon for collection or,
- Can be forwarded to home address (postal costs recharged)

## **Optional Extras:**

## Option 1: £30.00 Per Month

- Full use of The Beacon number (0191 242 4894), calls will be answered 'The Beacon'
- Includes email notification service (we will offer to take a message and send you an email when you receive a call)

### Option 2: £40.00 Per Month

- Dedicated number with a personal greeting (calls answered in your company name)
- Includes email notification service (we will offer to take a message and send you an email when you receive a call)

# Portal monthly membership: £10 per day or £60 /month/person

- Unlimited access to our co-working hub 'The Portal'
- Includes 20% discount on all meeting room hire

Please note all prices are VAT exclusive

If you require additional services or more information please call 0191 2424894 or email info@thebeaconnewcastle.co.uk to discuss your requirements with a member of our team