



JACTIN
HOUSE

Virtual
Office
Options

Virtual Office

Take up a virtual office at Jactin House and use our great business address without the cost of renting office space. A full answering service can be provided by our professional team, who will act as your business reception, picking up your calls during working hours and forwarding messages to you. With access to meeting rooms, it is possible to run all aspects of your business by taking a virtual tenancy at **Jactin House**.



Business Address

£50.00 monthly / £500.00 annually

Use of our Business Address for Trading/Personal use, such as on your business cards, websites and any other form of marketing material. Mail is then either held for collection (for free) or forwarded on at cost of postage plus 20%. This service includes for use of our address to register your business with Companies House.



Telephone Answering

£40.00 monthly / £400.00 annually

Hours- 8:45am-5:15pm - Monday-Friday

Why not have your phone calls answered live in your company name by one of our trained receptionists and be assured that you will never miss another call again.



Call Patching

£17.50 monthly / £175.00 annually

You will be allocated a Telephone Number of your choice, with phone calls seamlessly diverted to any Landline or Mobile at Business Standard Rates.

- All prices exclude VAT
- A deposit equivalent to one month services plus VAT is requested at the commencement of the agreement

www.jactinhouse.co.uk | **t:** 0161 974 3220 | **e:** info@jactinhouse.co.uk

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