

# Business Center Fuente Lucena

We have the facilities and staff adequate to carry out your business in the most efficient manner possible, offering a more profitable solution than the traditional office rent.

We have prepared facilities so that you can start your business from the first day, providing everything a company needs for its operation, without any initial investment.

Decide what you need, we provided a service to your measure .

## Your hotel office

Below, we detail the pricing of the services Business Center Fuente Lucena offers

# Offices

Our center has 9 fully furnished offices, of different dimensions depending on your needs, designed so that you can start work immediately, all with the latest technology.

The **services** are included within the offices are as follows:

- Right to use our address as your registered office or your company's tax.\*
- Receipt and delivery of mail or package at your office.
- Right to use the home phone number exclusive to your company and fax into your business cards and corporate papers.\*
- Telephone attention answered with your company's name, along the lines that you indicate us.
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- Telephone extension in each of the posts in the offices.
- Broadband Internet Access.
- Taking computer network supported by UPS (uninterrupted power system).
- Full furniture.
- Air conditioning and heating.
- Monthly share phone.
- Community owners.
- Maintenance facilities.
- Daily cleaning.
- Receipts water and Light.
- Ability to access the office from 08.00 am to 08.00 pm.
- Right to use the meeting room half day per month ( non-cumulative, check availability)

\* For contracts for better continuity to 6 months

# Pricing

Occupation Desks	Annual **	Monthly**	Weekly	Full Time	Half Time	Hours ***
<b>1</b> (3 pax) <sup>1</sup>	900 €/month	1000 €/month	325 €	100 €	60 €	25 €/hour
<b>2</b> (1 pax)	600 €/month	675 €/month	225 €	75 €	45 €	15 €/hour
<b>3</b> (2 pax)	800 €/month	900 €/month	300 €	100 €	60 €	25 €/hour
<b>4</b> (1 pax)	600 €/month	675 €/month	225 €	75 €	45 €	15 €/hour
<b>5</b> (1 pax)	600 €/month	675 €/month	225 €	75 €	45 €	15 €/hour
<b>6</b> (1 pax)*	600 €/month	675 €/month	225 €	75 €	45 €	15 €/hour
<b>7</b> (4 pax)	1100 €/month	1200 €/month	500 €	200 €	120 €	50 €/hour

\* Possibility of extending an additional post.

\*\* Includes use of meeting room half day per month (check availability))

\*\*\* Only customers.

## Meeting Room

Our meeting and board room is fully equipped so that you can keep business meetings, business presentations, training courses, audio conferences, etc.

Includes the following **services**:

- Infrastructure needed to make presentations, meetings, conferences, interviews selection or training courses.
- Personalized your visits by our staff.
- Ability to organize your coffee-breaks, catering as your indications.

Ability	Full Time	Half Time	Per Hour
14 people	100€	60€	25€

## Social-Fiscal Address

The social-fiscal address includes a variety of services depending on the plan choosing, that with a very economical cost to your business can give a good image to your corporate customers.

Type A	Without telephone attention	60€
Type B	With telephone attention	115€
Type C	Virtual Office	155€

**Type A:** It will allow you to address in Málaga in order to perform your business, avoiding paragraphs postal mail or similar. Services included:

- Social Address
- Reception/storage, mail/package
- Forwarding to the requested address, according to the pricing
- Right to use our services as pricing

**Type B:** contains all the services of **Type A** plus:

- Right to use the Business Center`s fix phone`s number and fax in your business cards and corporate papers.
- Telephone attention of your company.
- Right to use the meeting room or offices, half time per month, depending on availability (non cumulative)
- Excluding the telephone attention of ads, as part of this service

**Type C:** this option allows you to customize your company by assigning a unique phone number and an individualized treatment of your clients. Includes services of **Type A and B:**

- The right to use the home phone number unique for your company and fax, into your business cards and corporate papers.
- The right to use a meeting room or offices half time per month, depending on availability (non cumulative)
- Telephone attention answered with your company`s name, along the lines that you indicate us.
- Make an appointment with your visits according with your desk diary.

Excluding the telephone attention of ads, as part of this service

## Services

### Secretarial Jobs

- Treatment of text and others actions 18 €/hour
- Printing paper B/N (DIN-A4) 0.05€/unity
- Colour printing paper(DIN-A4) 0.25€/unity
- Printing paper DIN-A3 0.09€/unity
- Call secretary in English 2,40€/cal+consumer
- Call secretary in Spanish 0,60€/call+consumer
- Letter's translations consult
- Scanning 0,50 €/page

## Care Ads

- Right to newspaper ads.(Client not domiciled) 30€
- Ads call center.
  - ◆ Clients domiciled 0,30€/cal
  - ◆ Clients not domiciled 0,60€/call

## Communications

- Consumer phone ask for prices
- Fax
  - ◆ Emission 1€/envoy+consumer
  - ◆ Reception 0.30 €/ page
- Your own address( centronegociosfl.com) 3€/month
- Personal number (DDI) 20€/monthIt allows you to personalized phone call with the company name or business in question and the call divert to the desired destination at any given time, according to the pricing.

Messaging y parcel consult

Office equipment consult

Service Office consult

## Others Services

- Virtual Office (virtual desk) consult
- Rental video proyector/computer 30€/day
- Foreign directory consult
- Additional post (table, armchair executive, drawers) 50€/month

# Form of payment

## Customers located

- ◆ A signed contract it will be delivered two months deposit and the amount for the current month.
- ◆ Direct debit, first week of the month.

No TAX included on prices