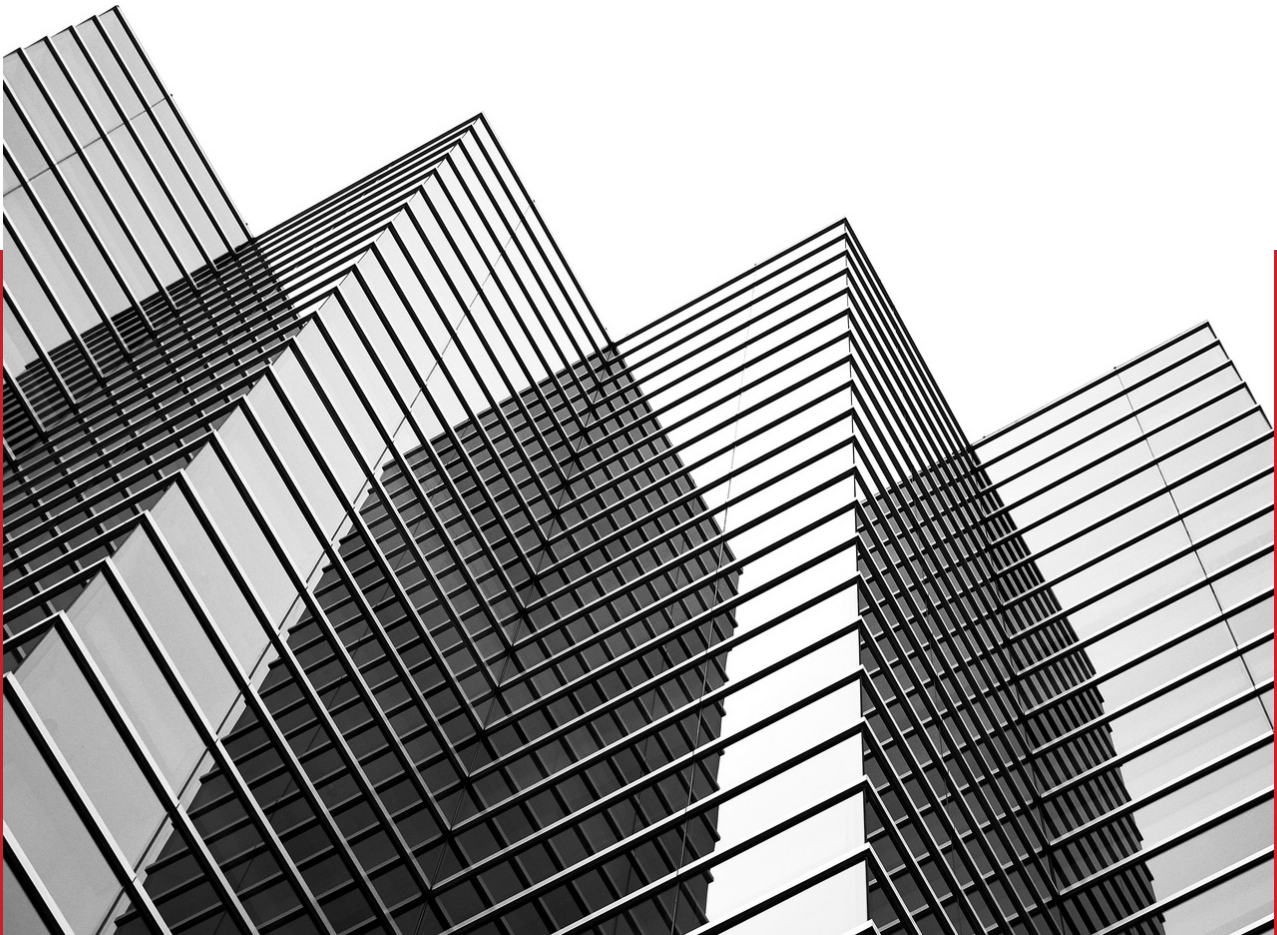


SMARTER BUSINESS BETTER LIFE

COMPANY INCORPORATION & VIRTUAL OFFICE

//
01



VOFFICE.COM.PH



Smarter Business Better Life.

BUSINESS MADE EASY

COMPANY INCORPORATION + VIRTUAL OFFICE

//
02

Competent | Straight Forward | Honest

You can count on us to assist you with your Company Set Up in the Philippines and together with our Virtual Office service, your business can have a prestigious and formal representation. Voted as the most preferred Virtual Office provider in the Philippines, we offer businesses affordable office-as-a-service, mails & parcels receiving service, call answering service, meeting rooms access as well as serviced office rentals in Bonifacio Global City, Rockwell, Makati and Quezon City.

45K

Serving over 45,000
businesses worldwide

48

Locations globally and
still growing

800K

Pieces of mails/parcels
handled per month

500K

Phone calls received and
handled per month

Companies that trust us:

 Ayala
Foundation

 ASCENT
URBAN AIR MOBILITY

 dsjntd.

 eatigo

 Google

 Grab

 ideabox
powered by indosat

 LALAFOOD

 Kalibrr

 traveloka

 Viber

 zomato



Smarter Business Better Life.

OUR LOCATIONS IN THE PHILIPPINES

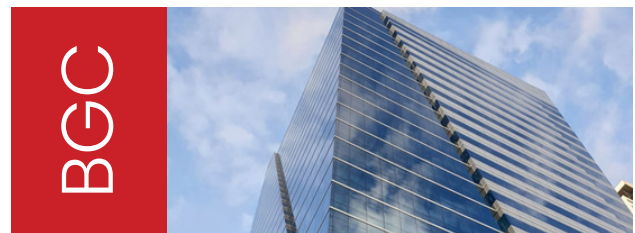
7 LOCATIONS IN THE PHILIPPINES AND GROWING

//
03

We are growing to be closer to you.



Fort Legend Tower, Bonifacio Global City



One Global Place, Bonifacio Global City



111 Paseo de Roxas, Legazpi Village, Makati



Pinma Plaza, Rockwell Centre, Makati



Hollywood Square, West Avenue, Quezon City



Fairview, Quezon City



GA Alvarez Building, San Pedro Laguna



Smarter Business Better Life.

COMPANY INCORPORATION

BUSINESS REGISTRATION MADE EASY

//
04

We have helped over 2,000 local and foreign businesses set up their company here in Philippines. We can handle everything you need to start your business in the Philippines. and we love to keep things simple. Transparent, Honest & Competent.

| | | | |
|-------------------------------|---|-------------------------------|--|
| ADDON OFFER 15% OFF | Sole Proprietary / Sole Trader PHP42,680 | ADDON OFFER 15% OFF | One Person Company (OPC) PHP52,360 |
| ADDON OFFER 15% OFF | Domestic Corporation PHP71,400 | ADDON OFFER 15% OFF | Foreign Owned Domestic Corporation PHP142,800 |

The above listed price includes our professional fee, legal fees, gov't fees, notary fees, transport fee, local LGUs fees, stamp duty. No other fees applicable.

Price shown after 15% discount & includes VAT. Applicable when you sign up with a Virtual Office plan.

**Benefits of choosing
the same provider
for your Virtual
Office & Company
Incorporation needs**

- Hassle Free Coordination between parties.
- Guaranteed accurate documents approved by LGU.
- Seamless interdepartmental transaction that doesn't require your attention.
- Guaranteed LGU minimum space requirement provided.
- Talk to one agent for everything.



VIRTUAL OFFICE

NOT JUST A BUSINESS ADDRESS

//
05

Our Virtual Office is not just a business address. It is a whole suite of services to enable your business to run better and more efficiently. Many of our client reported that they've reduce their office operations cost by at least 90% after they switch to Virtual Office.

| | VIRTUAL OFFICE (ADDRESS ONLY) <small>Previously known as Virtual Office Silver</small> | VIRTUAL OFFICE + CALL ANSWERING <small>Previously known as Virtual Office Gold+</small> | VIRTUAL OFFICE + CALL ANSWERING + FAX <small>Previously known as Virtual Office Platinum</small> |
|--|--|---|--|
| Business Address | | | |
| Prestigious Business Address | ✓ | ✓ | ✓ |
| Receiving Mails & Parcels <small>With SMS or Email Notification</small> | ✓ | ✓ | ✓ |
| Elegant Reception Service | ✓ | ✓ | ✓ |
| Call Handling | | | |
| Dedicated Local Telephone Number | ✗ | ✓ | ✓ |
| Professional Call Answering <small>With SMS or Email Notification</small> | ✗ | ✓ | ✓ |
| Receive Call Notification via SMS / Email | ✗ | ✓ | ✓ |
| Call Screening & Transfer | ✗ | ✓ | ✓ |
| Personalised Voicemail | ✗ | ✗ | ✓ |
| Fax Service | | | |
| Dedicated Local Fax Number | ✗ | ✗ | ✓ |
| Instant Fax Forwarding to your Email | ✗ | ✗ | ✓ |
| Facilities* | | | |
| Meeting Rooms <small>Access to our worldwide location</small> | 1 Hour Local | 5 Hours Local & Global | 8 Hours Local & Global |
| Workspace Usage | 3 Hours | 15 Hours | 30 Hours |
| Co-Working Day Pass | 2 Days | 2 Days | 2 Days |
| *Usage/Pass per month | | | |
| Other Benefits | | | |
| Free International Call Transfer | ✗ | ✓ | ✓ |
| Lowest Possible Rate | ✓ | ✓ | ✓ |



Smarter Business Better Life.

PRICING PLANS

FOR BONIFACIO GLOBAL CITY

//
06



Fort Legend Tower



One Global Place

VIRTUAL OFFICE (Address Only)

Previously known as
Virtual Office Silver

VIRTUAL OFFICE + CALL ANSWERING

Previously known as
Virtual Office Gold+

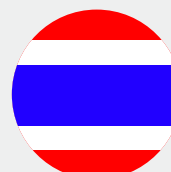
VIRTUAL OFFICE + CALL ANSWERING + FAX

Previously known as
Virtual Office Platinum

| Monthly | 2,894 | 5,904 | 7,098 |
|----------------------|--------------------------|---------------------------|----------------------------|
| 6 months 10% Off | 14,060 Save PHP3,304 | 28,682 Save PHP6,742 | 34,497 Save PHP8,091 |
| 12 months 15% Off | 25,308 Save PHP9,420 | 51,628 Save PHP19,220 | 62,094 Save PHP23,082 |
| 24 months 20% Off | 45,288 Save PHP24,168 | 92,386 Save PHP49,310 | 111,115 Save PHP59,237 |
| 36 months 42% Off | 60,385 Save PHP43,799 | 123,182 Save PHP89,362 | 148,154 Save PHP107,374 |

ACCESS TO VOFFICE BUSINESS CENTERS

As a member of vOffice, you automatically gain access to all vOffice Business Centers in the Philippines, Indonesia, Malaysia and Thailand.





Smarter Business Better Life.

PRICING PLANS

FOR MAKATI

//
07



111 Paseo de Roxas, Legazpi Village



Phinma Plaza, Rockwell Centre

VIRTUAL OFFICE (Address Only)

Previously known as
Virtual Office Silver

VIRTUAL OFFICE + CALL ANSWERING

Previously known as
Virtual Office Gold

VIRTUAL OFFICE + CALL ANSWERING + FAX

Previously known as
Virtual Office Platinum

| | VIRTUAL OFFICE (Address Only) | VIRTUAL OFFICE + CALL ANSWERING | VIRTUAL OFFICE + CALL ANSWERING + FAX |
|----------------------|--|--|--|
| | Previously known as Virtual Office Silver | Previously known as Virtual Office Gold | Previously known as Virtual Office Platinum |
| 3 months | — | — | — |
| 6 months | 14,060 | 28,682 | 34,497 |
| 12 months | 25,308 | 51,628 | 62,094 |
| 24 months | 45,288 | 92,386 | 111,115 |
| 36 months | 60,385 | 123,182 | 148,154 |

Prices shown in Pesos (P) and inclusive of 12% VAT.

NEW FEATURE ON MyVirtualOffice

YOUR OFFICE IN YOUR HANDS

- Read your Mails online.
- View your Call History and notes online.
- Secure storage for all your company crucial documents.
- Check and reserve meeting rooms online.
- Digital Membership ID Card.



Smarter Business Better Life.

PRICING PLANS

FOR QUEZON CITY, SAN PEDRO LAGUNA

//
08



Hollywood Square Building



GA Alvarez Building

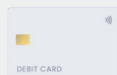
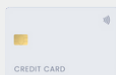


Fairview


| | VIRTUAL OFFICE (Address Only) Previously known as Virtual Office Silver | VIRTUAL OFFICE + CALL ANSWERING Previously known as Virtual Office Gold+ | VIRTUAL OFFICE + CALL ANSWERING + FAX Previously known as Virtual Office Platinum |
|-----------------------------|--|---|--|
| 6 months 10% Off | 10,846 Save PHP571 | 15,954 Save PHP839 | 21,061 Save PHP1,108 |
| 12 months 15% Off | 19,409 Save PHP3,426 | 28,549 Save PHP5,038 | 37,688 Save PHP6,651 |
| 24 months 20% Off | 31,968 Save PHP13,701 | 47,021 Save PHP20,152 | 62,074 Save PHP26,603 |

Prices shown in Pesos (P) and inclusive of 12% VAT.

AVAILABLE PAYMENT METHODS



VISA

 **mastercard.**

 **GCash**

 **PayMaya**

 **tether**

 **bitcoin**

 **ethereum**



Smarter Business Better Life.

LET'S TALK

If you have any inquiries, simply reach out to us and one of our Specialist will assist you.

//
09

Chat with us



+63 915 573 1713

...or give us a call



+632 3224 2000

...or simply write to us



cs@voffice.com.ph

Chat with us. Scan here!



VOFFICE.COM.PH



SMARTER BUSINESS BETTER LIFE

Empowering locals & foreigners to do business in Philippines.

COMPANY INCORPORATION

ALL IN PACKAGE

| | |
|--------------------|---------|
| Sole Prop..... | P42,840 |
| OPC..... | P52,360 |
| Domestic Corp..... | P71,400 |

Prices include professional fee, gov't fees and other out-of-pocket fees.
(Price based on P10-P1M Paid Up Capital)

Timeline: 35 working days

FOREIGN INCORPORATION

| | |
|----------------------------|----------|
| Branch Office..... | P142,800 |
| Representative Office..... | P142,800 |
| Export Enterprise..... | P98,000 |

Prices include professional fee, gov't fees and other out-of-pocket fees.

Timeline: 45 working days

PROFESSIONAL SERVICES

Nominee Filipino Shareholder..... P30,000/year

Social Welfare Agency
SSS, PHIL HEALTH, PAG-IBIG..... P10,000

TIN Number Application..... P3,000

LGU Registration..... P10,000

BIR Only Registration..... P10,000

Import & Export Permit..... Starts from P35,000

Bank Opening Assistance..... P6,000

POPULAR BUSINESSES

ALL IN PACKAGE

Retail & Services
Restaurant, Cafe, Bar, Clothing Shop..... P52,360

IT
Software Developers/ SaaS..... P52,360

BPO
Outsourced Manpower/Services..... P168,108

Trading
Selling of goods to the general public..... P68,148

OUR SERVICES AT A GLANCE

SPACE RENTAL

Serviced Office Rental..... Start from P12,000/month

Hot Desk Rental..... P1,400/Day Pass

Conference Room Rental..... P1,344/hour*

Meeting Room Rental..... P1,008/hour*

Prices are VAT Inclusive

*Enjoy cheaper rates for longer term.

ACCOUNTING & GOV'T COMPLIANCE

Accounting & Bookkeeping Retainer..... P8,500/month
One Time Man-Power Filing Need..... P1,500

MARKETING SERVICES

Start from P4,500/month

- Search Engine Optimization (SEO)
- FB & Google Ads Management
- Website Design & Development
- Social Media Marketing
- Ecommerce Management
- Localized content

