



Resource Suites
Waikiki Landmark

1888 Kalakaua Avenue, Suite C312, Honolulu, HI 96815 • Phone/Fax (808) 447-5801
Virtual Service Options – Schedule 1

Virtual Office Suites (VOS)

RS Mail – Postal Mailbox only, 24 Hour Access (Minimum 2 mo. commitment)

Small Business
Large Business

Student
Residential

RS Home Biz- monthly

Includes our prestigious business address,
Local phone number assigned to you
 Calls forwarded to voicemail
 Voicemails sent directly to your email
Mail collected and held at reception
 May be picked up during normal
 business hours (8-5, M-F)

Home office away from Home

Additional Service Options Available
Receptionist Answered Calls
Call Forwarding*/Patching
Additional E-fax Line
Mailbox
Mail Notification/Forwarding
Day Offices
Conference Rooms
Work Stations

RS Small Biz - monthly

1 hr. conference or day office usage per month

Includes our prestigious business address
Local phone number assigned
 (forwarded as instructed*) or
 sent to voicemail (voicemail sent to email)
Mail collected and held at reception or forwarded**
 on Friday
Local business incoming fax number sent to email

Start to Build Your Corporate Image

Additional Service Options Available
Receptionist Answered Calls
Outgoing E-fax Capabilities
Mail Notification

RS Mid Biz - monthly

**2 hrs of conf. rm. or 5 hrs,
workstation usage time (per month)**

Includes our prestigious business address
Local phone number assigned
 (forwarded as instructed*) or
 sent to voicemail (voicemail sent to email)
Mail collected and held at reception or forwarded**
 as instructed
Business fax number (incoming & outgoing) handled
 through e-fax

Looking for a Branch Office

Additional Service Options Available
Receptionist Answered Calls
Mailbox
Mail Notification

RS Pro Biz - monthly

Enhance Your Corporate Image

20 hrs of workstation usage per month

Includes our prestigious business address

Local phone number assigned

Receptionist answered calls w/follow me feature (9-5 M-F)

Mailbox with notification and forwarded** as instructed

Business fax number (incoming & outgoing) handled through e-fax

Plug & Play T-1 Internet in office

Locking File Cabinet

*Calls forwarded to mainland incur an additional charge.

** International mail forwarding incurs an additional charge for postage.

Suite Add-Ons:

Locking Filing Cabinet Drawer

10 Hour Conf. Room usage

Receptionist Answered Calls

Direct Fax Line

Storage Closet

Call Fwd/Patching

Mailbox

Administrative/Concierge Services

Administrative Services/Word Processing

Virtual Assistant Calls

Spread Sheet/Power Point

Scanning

Black & White Copies/Printing

Qty: 1-1,000

Qty: 1,000 +

Color Copiers or Printing

Collating/Stapling

Binding

Laminating

Meeting Room/Workstation

Conference Room

Workstation

Day Office

Postal Services

Packages (Send/Receive)

Stamps

Mailbox

Domestic Mail forwarding (weekly)

International Mail forwarding (bi-monthly)

Telecommunications

Telephone Directory
Faxes Domestic
International

Computer Services

IT Support
Scan To E-Mail
 To Disk
 To Memory Stick

Additional Services

Notary Service
Parking Validations
 Monthly
24 Hour Access

All prices plus Hawaii General Excise Tax

Resource Suites LLC: Administration: Contracts: Current VOS Pricing: Schedule 1 for JVOS dr3 061308