



# SKYTEK

## VIRTUAL OFFICES

95 Mural Street, 6th Floor  
Richmond Hill, ON L4B 3G2  
sales@skytek.ca  
+1 (905) 882-3131  
www.skytek.ca

  / Skytek Office Solutions



# PROFESSIONAL BUSINESS IDENTITY

## CORE VALUES

### CONNECTIVITY

You are always connected to your business no matter where you are in the world. Virtual Offices by Skytek allow you to focus on your core business while your phone, mail, fax, voicemail, reception are handled in-house by our team of professionals.

### COLLABORATION

One of the core beliefs of Virtual Offices by Skytek. Every growing business needs scalable collaboration support. With your virtual office, you get access to physical boardrooms at our corporate locations for meetings or conference support.

### COMMUNICATION

Communicate in confidence with your prospects or clients, with Virtual Offices by Skytek. Not only do you receive a prestigious address for your business, but you also receive your very own receptionist to handle inbound calls. Communication is what drives businesses forward.

## ACCOLADES



RECOGNIZED BY BOMA TORONTO FOR EXCELLENCE IN COMMERCIAL REAL ESTATE

Certified with the highest regards by the Building Owners & Managers Association of Toronto for outstanding building operations, community impact, tenant relations, energy and environment management, emergency preparedness, and the training of building personnel.

# PLANS AND PRICING

## VIRTUAL NUMBER

- A Unique Business Telephone Number
- Call Forwarding
- Business Voicemail

**\$25/month**

## REMOTE EXTENSION

- A Physical Phone Set  
+ Toll Free Number

**\$50/month**

## MAIL PLAN

- Prestigious Business Address
- Mail / Parcel Handling
- Fax Handling
- Business Voicemail

**\$75/month**

## TELE PREMIUM

- Fax Handling
- Unique Business Telephone Number
- Live Receptionist

**\$85/month**

## VIRTUAL OFFICE BRONZE

- Prestigious Business Address
- Mail / Parcel Handling
- Fax Handling
- Unique Business Telephone Number
- Business Voicemail
- Live Receptionist
- Call Forwarding
- Digital Fax Line
- Auto Attendant Service  
(After-Hours)

**+ 5 Hours Per Month** of Private Executive Suite Access Including Internet, Kitchen/Coffee, and a Dedicated Phone Set

**\$249/month**

## VIRTUAL OFFICE SILVER

- All the Virtual Office Bronze Options
- + 20 Hours Per Month** of Private Executive Suite Access Including Internet, Kitchen/Coffee, and a Dedicated Phone Set

**\$349/month**

## VIRTUAL OFFICE GOLD

- All the Virtual Office Silver Options
- + 40 Hours Per Month** of Private Executive Suite Access Including Internet, Kitchen/Coffee, and a Dedicated Phone Set

**\$449/month**

## WANT A CUSTOM PLAN?

No problem! Contact us and we can discuss a plan that suits your needs.



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