

A **virtual office** is having all the benefits and the appearance of an office, without actually having one.

We can provide:

- Your own telephone number answered in your name
- Message service - messages can be picked up or we can forward them to you
- Mail service
- Access to full secretarial services
- Access to photocopier, facsimile and email
- Access to meeting rooms

300 Richmond Ltd

300 Richmond Road Phone: 09 360 3260  
Grey Lynn Fax: 09 360 2180  
Auckland

Email: [enquiries@300richmond.co.nz](mailto:enquiries@300richmond.co.nz)

**CONTACT**

**300**  
**RICHMOND**

Your Total Business Centre

**VIRTUAL OFFICES**



Phone now to find out more about having a virtual office - 09 360 3260



[www.300richmond.co.nz](http://www.300richmond.co.nz)

[www.300richmond.co.nz](http://www.300richmond.co.nz)

From **\$90 per week** (plus GST) you get all this:

- An attractive furnished office with an executive desk and chair, visitor's chair, filing cabinet, quality carpet, slim-line venetian blinds and framed print
- Comfortable reception and waiting area
- Personalised reception, phone and fax message service and announcement of visitors
- Your own telephone number answered in your name
- Free on-site parking and visitors' parking right at the door
- Free power, office cleaning and rates
- Access to full secretarial services, photocopier, fax, email, meeting rooms, broadband and storage units
- Mail - couriered to and from Post Office
- Daily dry cleaning pick up and delivery
- 24 Hour Monitored Security
- 7 day Access
- Tea, coffee, milo and filtered water
- Internet Access



Our on-site storage is managed by Storage King.



We have over 1200 separate, clean, lock-up spaces of various sizes from a locker to a warehouse

- Storage units for less than \$10.00 per week (incl. GST)
- Available short or long term for domestic or commercial storage
- Easy ground level access to your goods 7 days a week
- 24 hour monitored alarms, computer controlled door access, CCTV cameras and on-site manager
- Free use of furniture truck or trailer for move-ins (conditions apply)
- Pick-up and delivery can be arranged

**PHONE 3602015 FOR STORAGE**



## YOUR FIRST WEEK'S RENT IS **FREE**

Come and have a coffee and let us show you around, without any obligation whatsoever. We're confident you'll be suitably impressed, and just for starters we're offering your first week's rent absolutely free. Running your business from 300 Richmond is sure to be full of pleasant surprises, besides being the most unique, stimulating work environment you'll find anywhere.

Call us on 09 360 3260 or come on in and have a chat about the best business decision you're ever likely to make!



We have a large range of office sizes. Contact us today to see what fits you best - 09 360 3260

[www.300richmond.co.nz](http://www.300richmond.co.nz)

Call us today to arrange your storage needs  
09 360 2015