



PARK PLAZA
EXECUTIVE
CENTRE

PRICING AND SERVICES

Single Private Office

\$1400-\$1600/month

Includes two internet and two telephone lines, personalized telephone answering & voicemail, 8 hours of conference room use per month, incoming mail & package handling, and more.

Double Private Office

\$2400-\$2800/month

*Includes four internet and four telephone lines, personalized telephone answering & voicemail, 8 hours of conference room use per month, incoming mail & package handling, and more.
Larger suites also available – rates upon request.*

Virtual Mail

\$95/month

Includes a prestigious business address for mail receipt and package delivery, and company name on lobby directory.

Virtual Office

\$200*/month

Includes a prestigious business address for mail receipt & package delivery, company name on lobby directory, telephone answering & voicemail, local telephone number, and 4 days of conference room or day suite use per month.

**\$200/month with a 12 month agreement (regular \$300/month)*

Virtual Office Plus

\$300*/month

Includes a prestigious business address for mail receipt & package delivery, company name on lobby directory, telephone answering & voicemail, local telephone number, and 7 days of conference room or day suite use per month.

**\$300/month with a 12 month agreement (regular \$400/month)*

Meeting Rooms

Executive Centre Client: \$40/additional hour

Park Plaza Building Tenants: \$65/hour

Guests (non-tenants): \$200/hour

(Charges do not include Videoconferencing)

All rates and services are subject to change without notice.

20 Park Plaza, Boston, MA 02116
617-728-2757 • leasing@dlsaunders.com



ADDITIONAL SERVICES

Furniture Rental	Upon Request
Other Secretarial Services	\$40/hour
Concierge Services	\$20/hour
Postage	Actual cost + handling fee
Courier	Actual cost + handling fee
Overnight Deliveries	Actual cost + handling fee
Black & White Photocopies	\$0.15/page
Color Photocopies	\$0.30/page
Printing E-mails	\$0.15/page
Facsimile	\$0.50/page
Scanning	\$0.30/page
Video Conferencing	IP - \$100/hour *
* Meeting Room use, additional charges apply	
Extra Phone Line with Extension	\$100/month
Extra Internet Connection	\$100/month
Facsimile Line	\$30/month
Fitness Center	\$420/year per person or \$35/month
Catering Services	Actual cost + handling fee

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