

SERVICED OFFICES

STANDARD MONTHLY PACKAGES

Rofta provides serviced offices at highly competitive rates, offering modern and comfortable workstations, state-of-the-art facilities and professional office support services, helping start-up businesses to minimize expenses during the company set-up stage.

We also provide secretarial, IT, consulting and other one-stop business services. From now on, you can concentrate on your core business and let us do the rest for you!



Monthly Fees Inclusive	Details
Room Access	<ul style="list-style-type: none"> 24-hour Proximity Card Access & Digital Surveillance
Office Furniture	<ul style="list-style-type: none"> Desks, Pedestals, Chairs & Bookshelves
Telecommunication Lines	<ul style="list-style-type: none"> Broadband Internet Access Direct Phone Line (w/ Mailbox, Forward, Transfer & Conference Features) Direct Fax Line IDD Service (Optional)
Room Services	<ul style="list-style-type: none"> Telephone Message Taking Service (Available when you are out of office) Receptionist Service Mail Delivery Service Housekeeping Service
Office Facilities	<ul style="list-style-type: none"> Fuji Xerox ApeosPort-II C3300 Multifunctional Printer (Optional) Electronic Weight, Cutter, Paper Shedder & Laminator
Pantry Facilities	<ul style="list-style-type: none"> Fridge, Microwave & Drinking Water
Other Fees	<ul style="list-style-type: none"> Inclusive Water, Electricity, Air-conditioning, Management & Government Rates

DISCOUNTED CONFERENCE ROOM RENTAL



All Serviced Office Users are entitled to hire our Conference Facilities on hourly basis at discounted rates.

Regular users may also consider our bulk packages with further discounts. For more information, please talk to our staff!



Rooms	Time	Rents
Conference Room (8 – 10 ppl)	All-day	HK\$40 / half-hour
Meeting Room (3 – 4 ppl)	Office Hours	HK\$25 / half-hour
	Non-Office Hours	FREE

STANDARD ROOM RATES 2011



Room Types	Room Numbers	Monthly Fees	Room Types	Room Numbers	Monthly Fees	
Inner Single	D1, D3, D4, D5, D6, D7, D8, D9, D11, E1, E2, E3, E4, E8, E9	HK\$4,400	Windowed Double	B6	HK\$6,200	
	C1	HK\$4,700		A7	HK\$7,500	
Windowed Single	A2, A8, B4, B5, B8	HK\$5,000		A5, A6	HK\$8,100	
	B3, B7	HK\$5,200	Inner Triple	C4	HK\$8,100	
Inner Double	D2, D10	HK\$5,500		B1, B2	HK\$8,500	
	C2, C3, C5, E5, E6, E7	HK\$5,700		Windowed Triple	A1	HK\$9,000
					A4, B9	HK\$9,300
A3	HK\$10,100					
A9	HK\$10,800					

The above prices are for reference only. Discounts are available for 6-month or above contracts. For details, please talk to our staff.

WELCOME PACKAGES

New Customers signing Serviced Office contracts with us between 1/9/2011 and 29/2/2012 are eligible to claim one of the following Welcome Packages.

In addition, Existing Customer can enjoy HK\$1,000 cash rebate each time by referring new tenant to us. (The new tenant must successfully sign a 6-month or above Serviced Office contract with us)

1-MONTH (OR ABOVE) CONTRACT

- FREE Photocopy Credits (B&W: 50 pgs / Colour: 5 pgs)
- FREE Scan Credits (B&W: 25 pgs / Colour: 25 pgs)

3-MONTH (OR ABOVE) CONTRACT

- FREE Print Credits (B&W: 150 pgs / Colour: 15 pgs)
- FREE Photocopy Credits (B&W: 150 pgs / Colour: 15 pgs)
- FREE Scan Credits (B&W: 75 pgs / Colour: 75 pgs)

6-MONTH (OR ABOVE) CONTRACT

- **LESS 5% on Monthly Rental**
- FREE 2-hour Monthly Meeting Room Usage (6-month)
- FREE iFax 100 Fax-to-email Service (6-month)
- FREE Print Credits (B&W: 300 pgs / Colour: 30 pgs)
- FREE Photocopy Credits (B&W: 300 pgs / Colour: 30 pgs)
- FREE Scan Credits (B&W: 150 pgs / Colour: 150 pgs)

12-MONTH CONTRACT

- **LESS 10% on Monthly Rental**
- FREE iTalk Integrated Voice Service (12-month)*
- FREE Company Secretarial Package - Basic (12-month)
- FREE Internet Domain Name (12-month)
- FREE 1-hour Monthly Conference Room Usage (12-month)
- FREE 2-hour Monthly Meeting Room Usage (12-month)
- FREE iFax 200 Fax-to-email Service (12-month)
- FREE Print Credits (B&W: 600 pgs / Colour: 60 pgs)
- FREE Photocopy Credits (B&W: 600 pgs / Colour: 60 pgs)
- FREE Scan Credits (B&W: 300 pgs / Colour: 300 pgs)

* Service expected to launch in November 2011. Applicable to double / trip room contracts only.