



Additional Service Fees

Copies/Prints (Black and White)	\$.07 each
Copies/Prints (Color)	\$.45 each
Scans	Free
Fax	\$.99 per page
Postage	Cost plus 20%
Overnight	Cost plus 20%
Envelopes (Letter)	\$.10 each
Envelopes (Large)	\$.15 each
Domestic Long Distance	\$.12 per minute
Unlimited Long Distance	\$49.99 per month
International Long Distance	Vaires
Clerical/ Administrative Assistance	\$32 per hour in 6 minute increments
IT Specialist (upon request must schudle appointment)	\$89 per hour
Additional Phone and Voicemail	\$145 per month one time set up of \$125
Additonal Internet Connection	\$65 per month plus one set up of \$45
Additional Furntiure	Vaires (chair \$20-\$30, Desk \$40-50, book shelf \$20-30)
Additional Bundle (furniture, phone and internet)	\$200 per person
Conference Room	\$30 per hour (in hour increments)
Board Room	\$40 per hour (in hour increments)
Training Room	\$75 per hour (in hour increments)
Key Fob	\$15 each