

**New prices effective 01 June 2020**

**Coworking :Monthly Membership Rates**

3-Days per week..... \$ 79.00  
Extended Day/Hours..... \$115.00

- \* Rates are quoted per month
- \* Rates are based on regular office hours 9a-5p (3-day plan)
- \* Extended hour monthly memberships are available
- \* Monthly memberships are for the member only
- \* Members receive a 10% discount on meeting room space booked
- \*Coworking members may use facility address for mail/package deliveries at no additional charge

**Dedicated Desk Monthly Supplement**

Per month in addition to coworking membership: **\$30.00**

- \*Dedicated desks are subject to availability, only a certain percentage of coworking space is allowed for this space.
- \*Dedicated desk supplement is only available with a 5-day per week monthly coworking membership.

**Corporate Conference Room**

Full Day..... \$79.00  
Half Day..... \$47.00

- \* Rates based on regular office hours (9a-5p)
- \* Half day is 9a-1P or 1p-5p
- \* Two business day advance booking is required
- \* Credit card guarantee required
- \* 2 business day cancellation notice required for full refund
- \* After hour rates available for additional charge and are subject to availability

**Metro Room –Smaller Office**

Full Day..... \$63.00  
Half Day..... \$37.00

- \* Rates based on regular office hours (9a-5p)
- \* Half day is 9a-1P or 1p-5p
- \* Two business day advance booking is required
- \* Credit card guarantee required
- \* 2 business day cancellation notice required for full refund
- \* After hour rates available for additional charge

**Mediation Packages**

Mediation Space Packages:  
(includes corporate conference room & smaller meeting room for caucus space)

Full Day .....\$130.00  
Half Day..... \$ 80.00

- \*After hours available for additional charge.

**After Hours Supplements:**

**Meeting Rooms**

Half Day \$10,00 per hour additional  
Full Day \$10.00 per hour additional

- \*Advance booking required
- \* Supplement amounts are non-refundable
- \* After hours meeting room bookings subject to availability

**Virtual Office Services**

**Basic Plan - \$39.00 monthly**

- commercial business address and suite number
- unlimited mail/package receiving
- pick up at your convenience during business hours
- unlimited mail shredding and recycling
- free mail and package storage for up to 30 days
- two authorized recipients
- forward mail and packages to an address of your choice for \$5 handling fee + shipping fees
- add additional recipient names to receive mail under your account for \$5.00 per recipient
- \$0.25 fee will automatically begin after 30 days for any piece of mail that has not been picked up or that you have not requested to shred, recycle or forward

**Enhanced Plan -\$88.00 per month**

- all Basic Plan features (from above)
- 1 day pass per month
- 4 hours (half day) of conference room time per month (time does not roll over to the next month with non-use, advance booking required)
- free access to printer/fax/scanner and all office amenities

**Notes:**

- \*White Board, easel, wireless conferencing and HDTV available for use in conference rooms at no additional charge
- \*Extra services available for meeting rooms, please ask us for Information.
- \* If you are considering monthly coworking membership, please ask us about our one day free coworking "test drive" (applies to coworking space only, not meeting rooms)
- \*Ting fiber WIFI



Our office is **your** office!

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