

## articles

### Virtual Office Brings Real Savings



**Jan 21, 2010** - You've taken the plunge. You're on your own. And to save money, you've decided to work out of a home/office. No commuting; no worrying about whether you'll make your train or bus; no worries about the weather. But...

"When you're a small business, you try to do everything and that is extremely difficult," explained Donna Miller, founder of New Jersey-based Above and Beyond, Inc. "And a business reaches a point of wanting to go beyond the home/office. For those who don't want or can't afford a 'traditional' office setting, a shared or virtual office concept can be the answer. The company has the office mailing address and their name on the building directory,"

An international firm in Regus. They offer a free business world gold card giving discounts on Regus products and services, plus unlimited access to 1,000 business lounges and cafes worldwide. And if prestige is important, Regus offers Chrysler Building and Capitol Hill sites; plus sites throughout the world. The firm also offers unlimited, walk-in access to 1,000 business lounges and cafes worldwide for you and a guest, with free refreshments and Internet access on every visit. Miller offers a full-time office rental; depending on the needs of the firm. Prices range from as low as \$70 to \$700; if the space is 7 days a week; 24/7 access.

A furnished office can be a cost effective solution for every day business interruptions like power outages, transport cancellations and delays. A typical on-site office package usually includes all services that a traditional office has. Below is an example:

- A furnished executive suite
- A company listing on our building directory
- Telephone equipment
- Telephone service
- High-speed internet access
- Reception service to greet your clients
- Telephone answering with electronic messages
- Hot & cold beverage service
- Utilities, maintenance and daily cleaning service
- Conference room rental allowance

Firms such as Miller's also offer bookkeeping and financial services; administrative and marketing/sales support. This can include creating an e-letter or building a client database.

<http://www.virtualofficestaff.com>

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Tags: *offices, steve viuker, the business insider*

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