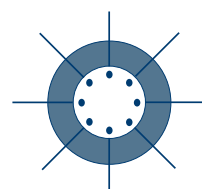


LIVERPOOL SCIENCE PARK VIRTUAL OFFICE SERVICES



LIVERPOOL
SCIENCE PARK

Stay connected at Liverpool Science Park (LSP): The premier business address with professional support services. LSP's flexible office solution is the answer for growing companies that need to stay connected. Apply for membership today and get the right level of service provision for you.

SILVER

For just £50 per month, LSP's silver membership package provides your business with an impressive landmark address instantly adding prestige. Silver members benefit from the following services:

- A prestigious city centre address
- Incoming mail and fax handling*
- Option to have a company profile featured on LSP website; www.liverpoolsciencepark.co.uk
- Hire of the conference facilities at preferential rates**
- Access to business support services***
- Workshops and events
- Introductions to The University of Liverpool and Liverpool John Moores University

* all post / faxes must be collected from LSP and cannot be forwarded on. Post / faxes that remain uncollected for more than six months will be destroyed

** £500 per day (9am – 5.30pm) £350 for half day

*** availability dependent

GOLD

For just £200 per month (plus phone & postal charges), LSP'S gold membership package provides your business with all of the services available in the silver membership plus:

- Hot desking in the Business Suite*
- Free use of meeting rooms; bookable using an on-line meeting manager system
- Unlimited business support services, including access to Liverpool Vision and networks
- Broadband internet connection – please see IT specification for full details
- LSP mailing address and postal services**
- Allocation of a DDI which will divert to a specified number or default to a voice mail message of your choice selected by you using the online facility***
- Access to LSP intranet
- Use of kitchen facilities
- Access to a telephone line (pay as you use)

* Available on a first come first served basis

** All post and faxes can be collected or will be forwarded by post or fax on a weekly basis to a specified address / number

*** Modifications to your set up which requires assistance from the service provider will be actioned within five working days



PLATINUM

For just £350 per month (plus phone & postal charges), LSP's platinum membership package provides your business with all of the services available in the silver and gold membership plus:

- A personalised answering service; your dedicated number answered* by an experienced receptionist in the name of your company**
- The option to set your profile so that calls are answered in a specified way e.g. 'I am out of the office unless Mr Smith calls'
- Messages telephoned or e-mailed to a specified number / e-mail address***
- Post received, collected or forwarded, daily or weekly as requested
- Fax handling; incoming faxes forwarded by fax or post; daily or weekly as requested

CALL ANSWERING

The Call Answering Service is Liverpool Science Park's new service for those businesses that require an increased level of provision. For £200 per month this provides your business with:

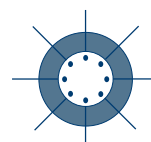
- A personalised answering service; your dedicated number answered* by an experience receptionist in the name of your company**
- The option to set your profile so that calls are answered in a specified way e.g. 'I am out of the office unless Mr Smith calls'
- Messages telephoned or e-mailed to a specified number / e-mail address***

Additional phone services can be purchased – prices available on request

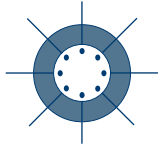
* Reception will endeavour to answer as many calls as possible but at busy times calls may divert to your voice mail for you to collect

** only one company name can be used per member

*** all messages forwarded within 2 working days



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