

MEMBERSHIPS

MAIL & VIRTUAL OFFICE



MY OFFICE

LAS VEGAS

Looking for highly-professional, vibrant space? Our membership plans provide access to prestigious office locations without a long-term commitment. An ideal solution for clients looking for an occasional meeting space or day office. Memberships also provide added flexibility as business needs change.

Basic Plan

\$69 / month*

Hang Business License
In-Bound Mail Only
Directory Listing

Premium Plan

\$99 / month*

Hang Business License
In/Out-bound Mail
In-Bound Fax to Email
Directory Listing
8 hrs Meeting Room use

Platinum Plan

\$169 / month*

Hang Business License
In/Out-Bound Mail
In/Out-Bound Faxes
Directory Listing
Voicemail to Email
16 hrs Meeting Room use

Additional Services Available:

Administrative Support

Answering Services
Appointment Scheduling
Scanning
Shredding

Business Services

Business Licensing
LLCs, Corporations, & Trusts
Business Planning
Regulated/Priviledged Licensing

Printing Services

Color & B/W Printing
Business Cards
Brochures & Flyers
Signs & Decals

Services are provided under special agreement with MyOffice Las Vegas. Pricing and other terms may apply.



SIGN UP ONLINE!

<https://myofficelv.com>

connect@myofficelv.com

Questions?

725.291.2107

Terms & Conditions:

3 month minimum membership required. All Membership are set-up on autobilling to debit or credit card. Standard access hours are 9:00 am to 5:00 pm Monday - Friday. 24 hour hour access is available with a key/fob and deposit of \$50 is required.

All membership fees are non-refundable and there is no proration for any unused services or time. Meeting Room / Day offices is available during standard hours. Must schedule in advance to use Meeting or Day offices. Hours do not carry over from month-to-month.

MEMBERSHIPS

ADDITIONAL SERVICES



MY OFFICE

LAS VEGAS

DAY USE PRICING (Membership Required)

Cubicle WorkSpace

\$45 / day*

Wifi Internet Access
50 Pages of B/W Printing
Beverage Service

Day Office

\$85 / day*

Private Interior Office
Wifi or Direct Internet
50 Pages of B/W Printing
Coffee & Water

Meeting Room

\$35 / hour* (2 Hr min.)

6 Person Meeting Room
Display for Presentations
Wifi Internet Access
Coffee & Water

ADD-ONS

Phone Line

1 VoIP Phone/Number/Voicemail
\$19.00

Private Network / VPN

Isolated Network
\$55.00 per month

Static IP Address

Single Static IP Address
\$16.00 per month

Call Answering / Forward

Live Reception Answering
\$25.00 per month
(40 minutes max)

Scheduling / Booking

Real Time Scheduling
\$80.00 per month
(60 minutes)

After Hours Meeting Room

Meeting Room - \$65 per hour
Board Room - \$95 per hour
(6:00 pm - 12:00 am)

Printing

Letter Size - B/W \$0.11 per side
Letter Size - Color \$.32 per side

Scanning

Assisted Scanning
\$0.07 per page

Document Destruction

Bankers Box \$35.00
(Up to 25 Lbs)

Terms & Conditions:

Day use services are based on availability and require advance booking with front desk staff or booked through the member portal. Valid debit or credit card. must be on file to charge or schedule services. Standard access hours are 9:00 am to 5:00 pm Monday - Friday. 24 hour access is available with a key/fob and deposit of \$50 is required.

All Day use or Add-on fees are non-refundable and there is no proration for any unused services or time.

Valid 4/2024 to 6/2024