



YOUR BASE TO SUCCESS



OUR SERVICED OFFICES LOCATED IN NICOSIA, CYPRUS, PROVIDE ALL YOU NEED FOR AN EFFECTIVE, EFFICIENT WORKPLACE.

They are fully furnished and equipped with state of the art Information Technology infrastructure including conferencing facilities.

_Our **serviced office space** offers an ideal solution for small to medium businesses and sole proprietorship as well as a regional office for larger organisations.

_Our **virtual office** options offer an ideal solution whether you are a single professional working from your home or on the move, or an international company establishing a presence in Cyprus.

OUR OFFICES:

- One monthly bill including all office running costs
- A private functional workspace, with 24-hour secure access
- A fully-equipped, customisable office space with the latest technology
- Dedicated specialist support from our team
- Conference space available on-demand



OUR SERVICES & FACILITIES:

- Fully furnished offices
- Multilingual receptionists
- Dedicated, local phone (and fax) number answered in your company name
- Voice over IP technology with extra capabilities
- Personal secure high availability wired/WiFi Network.
- Secure WiFi Guest with internet and printing options
- Mail collection and holding or forwarding according to your instructions
- Company and personal email accounts (mailbox with up to five aliases)
- Email notification of messages, 24-hour voice mail retrieval
- Visitor handling, reception, meetings management
- Use of business address for your business cards, letterheads and marketing materials
- Secure access to ready to use offices, meeting and conference space
- Preferred rates on office supplies and courier services
- 24-hour secure office access
- Redundant enterprise internet connectivity
- Latest technology telephone system, IT infrastructure and presentation equipment
- CCTV, Secure chip card security, optional fingerprint security
- Underground parking space



OUR AIM IS TO DELIVER A FLEXIBLE, UNBRANDED SERVICED OFFICE SPACE AND A COMPLETE VIRTUAL OFFICE SOLUTION TO THE HIGHEST STANDARDS AND THUS BECOME YOUR BASE TO EFFICIENCY AND SUCCESS.



MONTHLY RENT FOR OFFICE SPACE INCLUDES:

- Fully furnished and equipped private office
- Multilingual receptionist
- Administrative support
- Redundant enterprise internet connectivity with WiFi
- Use of high tech conference room with presentation equipment
- Printing, photocopying and faxing facilities
- Mail handling
- 24-hour secure office access
- Air conditioning
- Utilities (electricity, water, etc)
- Common expenses and municipality fees
- Office cleaning
- Kitchen facilities and supplies
- CCTV security
- Alarm System
- Underground parking space

Base Serviced Offices provide flexible, cost-effective serviced and virtual office options to facilitate your professional needs so that you can focus on what matters; making your work faster, cheaper and more efficient.



Base Serviced Offices Location

5 kilometers and just 5 minutes from the motorway.

- From the A1 motorway towards Nicosia, take Exit 3 towards Strovolos/Troodos after the GSP football stadium.
- Take the first exit left to Lakatameia.
- At the second roundabout take the first exit left towards Lakatameia.
- At the first set of traffic lights Base Serviced Offices will be on your left above Bank of Cyprus.

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