

Serviceorder

Herewith

company

represented by

adress

postcode town

- called client -

orders at

COC Office London Ltd., Suite A, 329-339 Putney Bridge Road Road, London SW95 2PG
- called COC -

The following service

Virtual office

COC Office London Wyfold Road

- package mail / £ 30,00 per month / setup fee £ 20,00
(businessadress, mailforwarding onec a month)
- package mail & phone / £ 70,00 per month / setup fee £ 90,00
(service as package mail plus London phonenumber with forwarding to a UK
phone number exept to mobiles)
Phone cost will be charged additional every month. Security required.
- package Registered office / £ 150,00 per 12 month (only for companies with trading office
outside UK, mail receiving only from companieshouse and Inland Revenue)

Other services

others

none

Additional costs

The following services are not included in the package price:

Virtual office
Additional mailforwarding, forwarding of parcels and freight, use of officespace and meetingrooms.
Phone charges

Accounting:
Business consulting

Start and Termination of service

Start of service

Termination of Service not limited, must be terminated in written form within the period of 2 weeks to the end of a month.

automatically on

VAT

In the moment COC is exampmted from VAT. If COC will be forced to pay VAT in future, the client and COC agree right now, that all fees will be carged plus the actual VAT rate. VAT will be charged one month after COC has informed the client.

Payments

All Package fees must be paid every month in advance. All additional cost and fees will be charged with the invoice of the follwing month.
COC will sent an invoice every month which has to be paid within 10 days.

Others

COC is not liable for lost mail. For this order, british law is dicisive.

London,

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Signature

