

# Executive Center Miami Beach



# Executive Suites

**IMAGE** is the key to success. The office was created with this statement in mind; therefore, we offer five star executive suites that impress any client that visits our Miami Beach or Dadeland centers. Doing business from a prestigious “Class A Buildings”, and having a fully furnished office that looks like you hired an interior designer, will add great value to your business.

**FLEXIBILITY:** We offer flexible plans that allow clients to choose from short or long term leases. You can use the executive suites by the hour, day, week, month or year. Anex Office Services are a la carte, so you can customize your office and pay only for what you really need.

**COMPLIMENTARY SERVICES:** We take care of all the utilities such as electricity, water, heating, air conditioning, maintenance and cleaning. Our executive suites are equipped with high quality desks, seating and cabinets. Common areas include a fully equipped kitchen with freshly prepared coffee every day and a welcoming reception area.

# Executive Suites



Internal Office

Window Office



# Common Areas



# Location Amenities

## Location Amenities:

- Fully equipped offices
- Offices from 110 to 300 Sq/Ft
- Meeting rooms
- Management Office on site
- IT support on site
- Bilingual Receptionist/ Secretarial Support
- Custom office suite signage
- 24 Hour Access
- 24 Hour CCTV Monitoring
- 24 Air Conditioning
- Covered Parking
- Lounge Area
- Disabled Facilities
- Elevator
- Fully equipped kitchens
- Printer/Scanner/Copy on site
- Restaurant in the building

## Executive suites included:

- High quality desks, seating, and cabinets
- Offices accommodate from one person up to 6 people
- Maintenance and cleaning
- Utilities:
  - Electricity
  - Water
  - Heating
  - Air conditioning

# Virtual Offices

**Virtual office** packages are ideal for individuals who:

- Have a business and require a city identity
- Have a requirement to hold meetings in the city, but do not require an office
- Don't Have the need for physical office space, but still require a corporate image
- Work from home
- Require an office environment and image, but do not have the budget for a physical office

**Virtual Office** packages were created to suit all budgets and situations. Our packages include services that range from a prestigious business address to live call answering. Our virtual clients can also take advantage of discounted prices to use our meeting facilities or upgrade to a physical office at any time







# Services Guide

## Most Popular Services

<b>Telecommunications System</b> (per month)	<b>\$ 50.00</b>
<b>2nd Business Phone line</b> (per month)	<b>\$ 49.00</b>
<b>Broadband Internet Connection</b> (per month)	<b>\$ 50.00</b>
<b>Parking</b> (per month)	<b>\$140.00</b>
<b>Conference Room</b> (Small per hour)	<b>\$ 39.00</b>
<b>Conference Room</b> (Big per hour)	<b>\$ 49.00</b>

## Other Services

<b>Free Talk</b> (Unlimited local and long distance calls throughout the US & Canada)	<b>\$49.00</b>
<b>Main Business Line with Call Answering</b>	<b>\$49.00</b>
<b>Call Patching</b> (Transferring your calls wherever you are)	<b>\$25.00</b>
<b>Fax Line</b>	<b>\$45.00</b>
<b>Copying and Printing (per page)</b>	
	black & white      color
2001 + pages	\$0.05      \$0.29
1,001-2,000 pages	\$0.08      \$0.29
501-1,000 pages	\$0.10      \$0.29
1-500 pages	\$0.14      \$0.39
<b>Secretarial Support</b> (per 15 minutes increment)	<b>\$7.00</b>