

# Rockefeller Group Business Centers

48 Wall Street

## Office Accommodations:

- ▷ Flexible Terms
- ▷ Furnished, Private Offices
- ▷ Space Ranging from 85 Sq. Ft. to 380 Sq. Ft.
- ▷ Fully-appointed Lobby and Common Areas
- ▷ Virtual Office Support Facilities

## Professional Support Staff:

- ▷ On-call Voice and Data Support
- ▷ Personalized Phone Answering
- ▷ Mail & Shipping Services
- ▷ Visitor Reception and Greeting Service
- ▷ "As Needed" Business Support Services

## Technology:

- ▷ Unified Messaging
- ▷ Cisco 7960 IP Phones with Dedicated Circuitry
- ▷ Multiple Voice and Data Ports
- ▷ Scalable Internet Bandwidth
- ▷ Network and IT Support
- ▷ Audio/Visual Equipment Available



## Serviced Office Environmental Features:

- ▷ On-site Business Center Management
- ▷ Staffed Reception
- ▷ Fully-equipped Kitchen with Beverage Service
- ▷ Copy Center with Networking Capability
- ▷ Multiple On-Site Conference Rooms
- ▷ 24/7 Secured Access
- ▷ Located in the heart of the Financial District

48 Wall Street, Suite 1100  
New York, NY 10005  
212 918-4800 Fax: 212 918-4801

[www.rgbc.com](http://www.rgbc.com)

# Rockefeller Group Business Centers

## Business Office Plan

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### Full-Time Workspace Alternatives

- ▷ Individual Offices
- ▷ Office Suites
- ▷ Clusters of Offices or Suites
- ▷ Team Rooms

### As a subscriber to The Rockefeller Group "Business Office Plan," benefits and services available to your company include:

- ▷ Flexible terms for office space
- ▷ Space ranging from 85 sq. ft. to 380 sq. ft.
- ▷ Expansion and relocation options to any Rockefeller Group Business Centers location
- ▷ Certified IT support as needed and when needed
- ▷ Variable bandwidth packages for Internet connectivity
- ▷ Cisco VoIP platform with unified messaging
- ▷ Voicemail delivered via email in .wav format
- ▷ Personal online phone management via web portal
- ▷ Find-me-follow-me call routing
- ▷ Personal auto attendant
- ▷ eFax number
- ▷ 24/7 secured access

### On-site Business Support Team

- ▷ One point of contact for all of your needs
- ▷ Professional receptionist and greeting service
- ▷ On-site facilities management
- ▷ Administrative services as needed, including desktop assistance, binding, printing, and scanning

### Prestigious Offices and Services

- ▷ Meeting rooms and conference center
- ▷ Copy center with networked printers
- ▷ Postal delivery and shipping center
- ▷ Fully-equipped kitchen and dining area
- ▷ Specialty beverage service, including Flavia coffees, tea and filtered water

### The Stability of The Rockefeller Group Behind Your Business and In Front of Your Customers

- ▷ Long-term commitment to quality, first-class office facilities and amenities
- ▷ Unparalleled delivery of excellent customer service

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| Product and Description  | Monthly        |
|--|----------------|
| <b>Telephone Handset:</b> Cisco® 7960 Series IP Phone includes Standard Web Portal which enables you to manage voicemail and access other services from any standard web browser. Features include play/delete voicemail from any PC with audio capabilities; add your personal telephone directory with click to dial from your PC; forward your calls to any chosen number; turn on Do Not Disturb and change your password. You may also view details of incoming and outgoing calls to include the phone number, name of caller if unblocked, date, time and length of call. | \$125          |
| <b>eFax:</b> Enjoy the convenience of having your faxes delivered to your email account as an Adobe® PDF file attachment. Also provides the ability to send faxes directly from your computer. (500 pages per month included)  | \$30           |
| <b>Fax:</b> This is your traditional fax line. Your personal fax number will be forwarded to any number you designate.   | \$50           |
| <b>Voicemail to email Notification:</b> You can receive an email alert telling you that you have a voicemail. This will help you avoid constantly checking in for important voicemails. Receive to your computer or PDA - anywhere you can retrieve email.   | \$5            |
| <b>Emailing of Voicemail in a .wav file:</b> Not only will you receive a notification of a voicemail via email, you will actually receive the voicemail itself. You can listen to the emails on your computer, and forward important messages to your colleagues. You can also save them to your computer for future reference.  | \$10           |
| <b>Soft Phone:</b> Enjoy the benefits of your IP phone wherever you can get a broadband internet connection. "Hotel" (import/export) your office phone profile directly to your remote PC or laptop. Wherever you can get an internet connection, your office phone and all of its features travel with you. Place and receive calls as if you are in the business center no matter where you are in the world. Requires 911 waiver and Soft Phone software.   | \$100          |
| <b>Additional Telephone Number with Voicemail Only:</b> The number is answered by the operator in your name or your company's name and the caller is sent to voice mail. After hours calls go directly into voicemail.   | \$75           |
| <b>Additional Telephone Number with Call Forwarding:</b> The same as above but with the added feature of allowing your calls to be forwarded to another number during business hours. After hours calls go directly into voicemail.  | \$100          |
| <b>Voicemail Box:</b> Additional voice mail boxes can be added to your profile for use with an auto-attendant or through the operators during business hours.  | \$25           |
| <b>Personal Auto Attendant:</b> Add the features of a traditional auto-attendant to your personal line. You can give the caller options to transfer to your associate, your cell phone, back to the "main number" or to any number you designate. You may also choose an auto attendant for your main company line.  | \$15           |
| <b>Deluxe Web Portal:</b> Standard Web Portal features plus a TAPI Driver for dial-from-Outlook capability and Find-Me-Follow-Me service. Make calls with a click right from your Outlook program, immediately activating your Cisco phone. Allow certain callers to follow you from the office to your cell phone to your home phone, to be certain you will never miss that urgent call.   | \$10           |
| <b>Customized Music/Promotions on Hold:</b> Change to one of the numerous Hold Music options provided by M5 or use your own CD or audio device.* Available to clients whose phones ring directly in the office. *additional charges apply  | Please Inquire |

Start up fees apply for all VoIP features

# Rockefeller Group Business Centers

## Business Support Services

### All Services

(Minimum charge ¼ hour)

**Administrative Assistance** \_\_\_\_\_ \$42/hour  
Rush \$64/hour

**Keyboarding** \_\_\_\_\_ \$50/hour  
Rush \$75/hour

### Technical Support

(½ hour minimum)

Tier 1 \_\_\_\_\_ \$185/hour

Tier 2 \_\_\_\_\_ \$270/hour

**Conference Rooms\*** \_\_\_\_\_ \$50/hour

**Conference Room B** \_\_\_\_\_ \$55/hour

\*Cancellation charges may apply.

Walk-in rates are higher.

**Flex Space** \_\_\_\_\_ \$30/hour

**LCD Projector** \_\_\_\_\_ \$25/hour

\*Cancellation charges may apply.

**Vendor Services** \_\_\_\_\_ Cost + 25%

### M/A/C (Move/Add/Change) Charge

Per service \_\_\_\_\_ \$75.00

### Photocopies

1 - 100 copies \_\_\_\_\_ 15 cents/page

101 - 400 copies \_\_\_\_\_ 12 cents/page

401+ copies \_\_\_\_\_ 9 cents/page

### Color Copies

#### Letter/Legal

1 - 100 copies \_\_\_\_\_ \$1.25/copy

101+ copies \_\_\_\_\_ \$0.75/copy

#### 11x17

1 - 100 copies \_\_\_\_\_ \$2.50/copy

101+ copies \_\_\_\_\_ \$1.50/copy

### Fax Services

Incoming \_\_\_\_\_ \$1.00/page

Outgoing\* \_\_\_\_\_ \$1.00/page

\*Plus cost of phone call.

**Scanning** \_\_\_\_\_ \$3.50/page

**CD Burning** \_\_\_\_\_ \$5.00/each

\*Administrative service time may apply.

**Binding** \_\_\_\_\_ \$50/hour

\*All material included.

**Quick Bind** \_\_\_\_\_ \$5.00/each

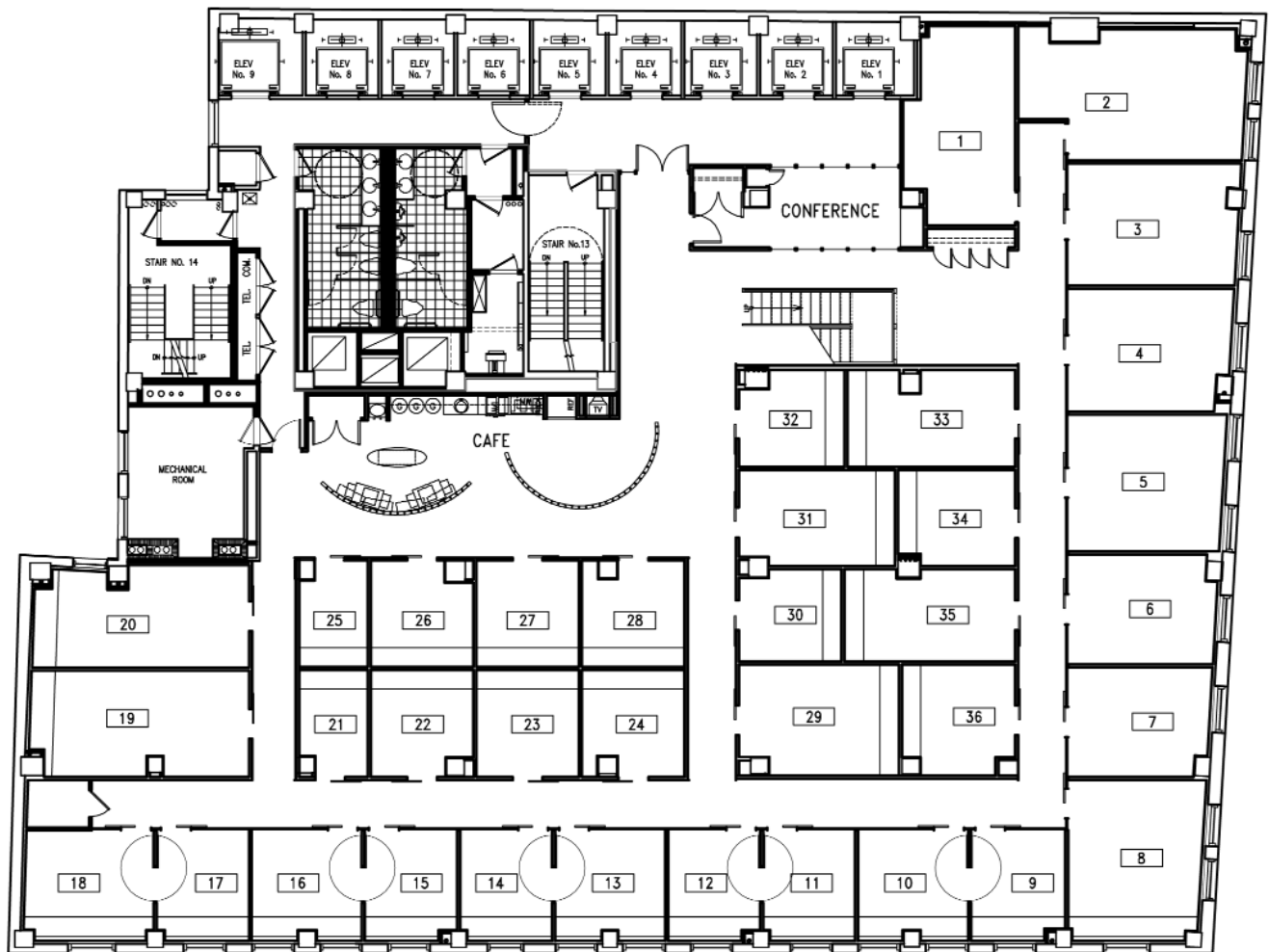
*Prices subject to change at discretion of RGBC.*

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# Rockefeller Group Business Centers

10th Floor



10th FLOOR

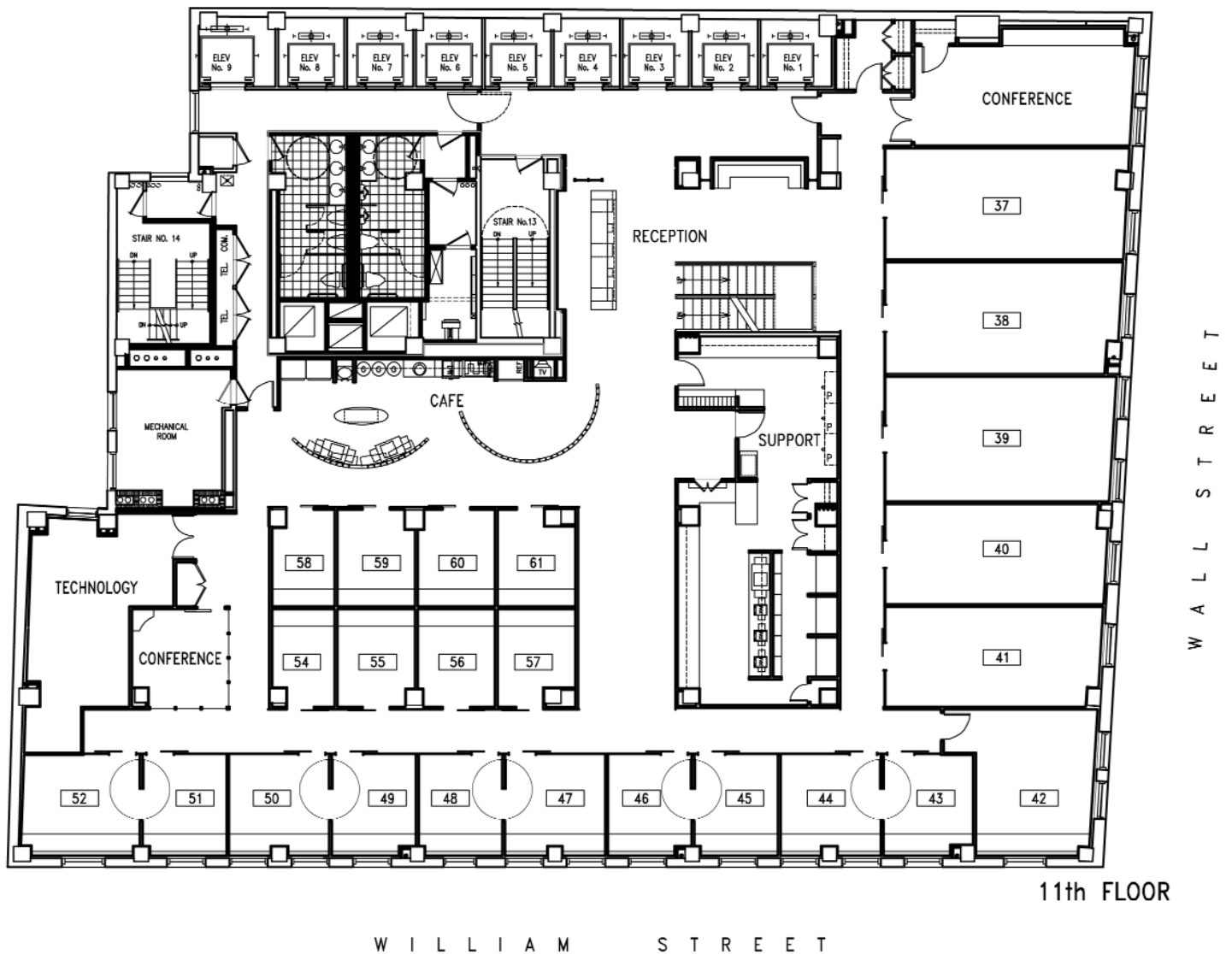
W I L L I A M   S T R E E T

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# Rockefeller Group Business Centers

11th Floor

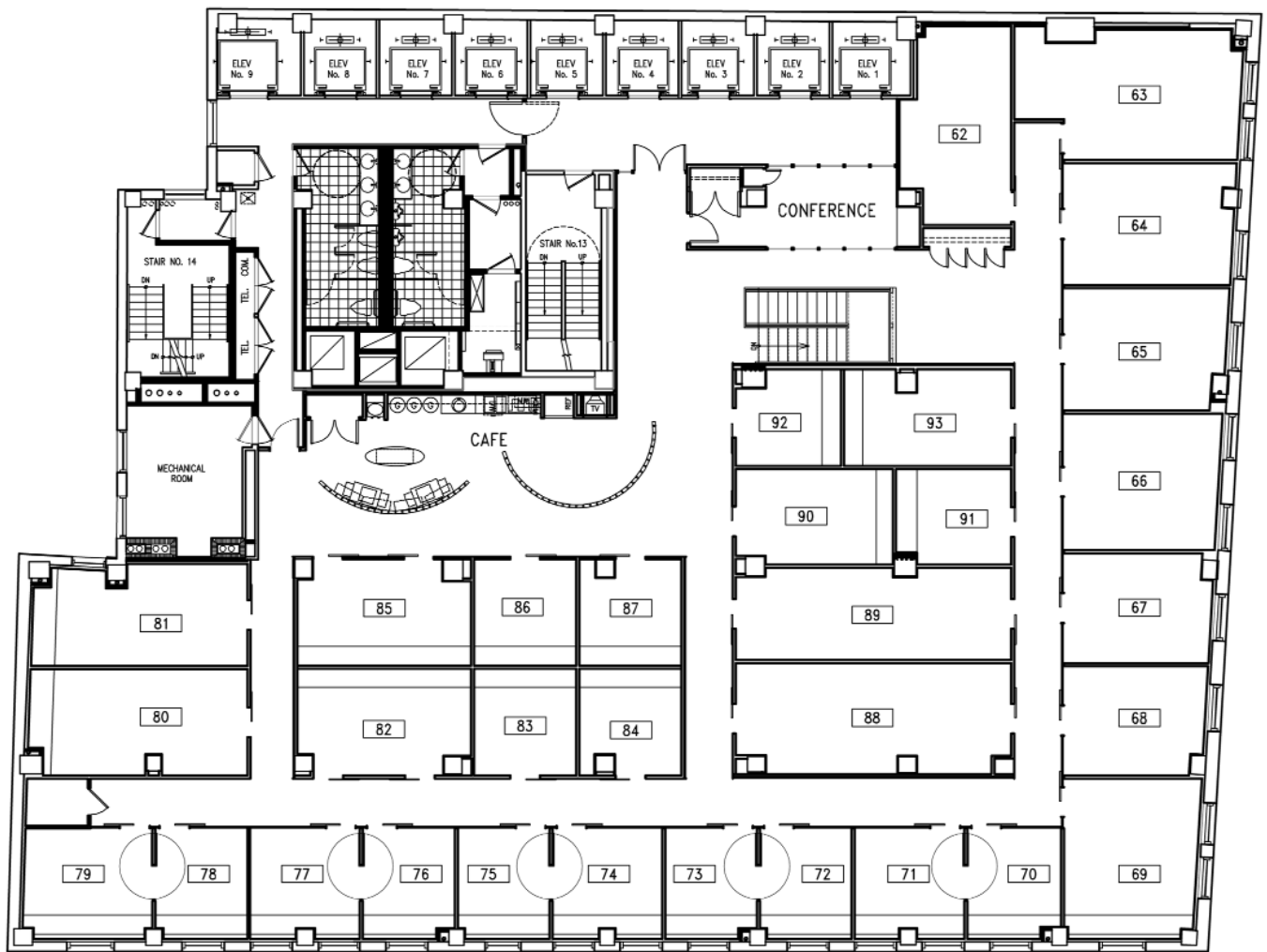


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# Rockefeller Group Business Centers

12th Floor



12th FLOOR

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