

CAERPHILLY SMALL BUSINESS SERVICES

APEX HOUSE - THOMAS STREET - TRETTHOMAS - CF83 8DP

PRICE LIST MAILBOXES NOVEMBER 2015

The Most Competitive Mailbox Service in the UK

Standard Service

Box number starting from 1500:

3 Months	£30.00	equivalent to £10.00 a month
6 Months	£32.50	“ to £5.42 a month
12 Months	£52.00	“ to £4.30 a month or a £1.00 a week

Or £12.50 a month for month by month contract

Premier Service

Our Premium Mailbox Service lets you create a business address that suits your business needs, whether this is a Unit, Suite or Department.

** This includes your Registered Office Free of Charge on all yearly contracts, a saving of £20.00**

3 Months	£40.00	equivalent to £13.33 a month
6 Months	£48.00	“ to £8.00 a month
12 Months	£89.00	“ to £7.42 a month

Or £15.00 a month for month by month contract

Please note a maximum of 10 personal or company names can be used on our Standard Mailbox & Premium Mailbox; each additional name is £2.00 per month. A Registration fee of £15.00 applies per Mailbox. Please note there is no minimum contract; you can simply pay month by month with our Standard Service.

Gold Box

The ultimate business address, with no mailbox or unit number, your new business address is simply - Apex House, Thomas Street, Trethomas, Caerphilly, CF83 8DP

** This includes your Registered Office Free of Charge on all 12 month contracts, a saving of £2.00**

6 Months	£75.00	equivalent to £10.42 a month
12 Months	£125.00	“ to £12.50 a month

Registered Office

Registered office £20.00 per year, or free if you take a 12 month mailbox contract. In addition you will need to purchase Mail Forwarding. You will only pay postage and materials, no admin fee

***** Please Note only official mail, Companies House and HMRC mail will be accepted, all other mail is returned to sender *****

Mail Forwarding

Have your mail forwarded to any address in the UK. Just advised us on the frequency you require.

Deposit £10.00

No admin fee, you pay for Materials/Postage/Courier costs only

Scan to Email

For that all important letter we can scan to email, allowing you the benefit of having it delivered directly in to your inbox or reading it on your PDA/Phone. We will charge you a small fee of £2.50 and this will cover the first 5 pages and then it's 50p per page. We can then securely shred the document or you can have it forwarded at your discretion.