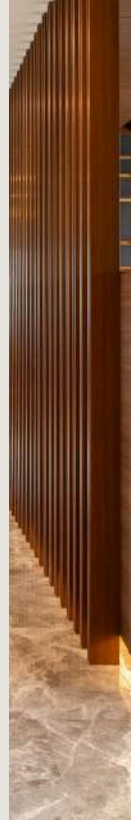
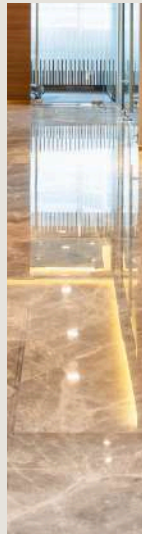
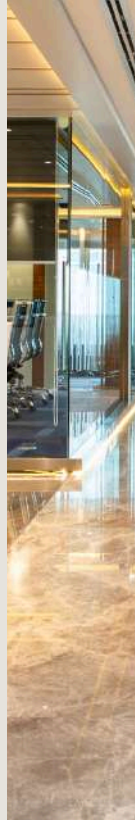




## IW Serviced Office



## We Are Your Solution

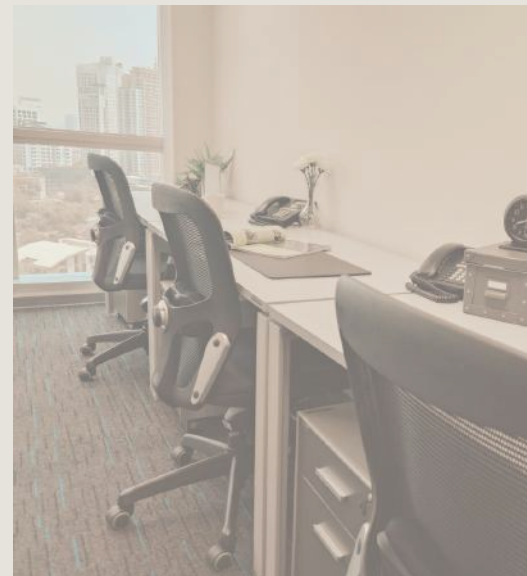
**IW** SERVICED OFFICE offers premium, fully furnished offices and professional virtual office solutions with exceptional secretarial support. Strategically located in Bangkok's most prestigious CBD areas, we provide a seamless, one-stop corporate solution designed to elevate your work experience—blending luxury, efficiency, and professionalism.

Our 3 strategically location in Sukhumvit and Sathorn are steps away from BTS Skytrain stations which allows you to dedicate more time and energy to achieving your business goals.

»» Step into one of our Bangkok Serviced Office with a bag of determination and we will take care of the rest! »»

### Your Trusted Choice

- Professional Support
- Modern Facilities
- Transparent Pricing
- Cost Effective
- Flexible Term



## Quick Facts



### Room



Sathorn	8F & 15F Sathorn Thani I	Chong Nonsi station exit 2	81	274	5
Sukhumvit	23F Two Pacific Place	Nana station exit 2	47	140	3
Sukhumvit	20F UBCII	Phrom Phong station exit 5	59	190	5





IW Serviced Office

20F. UBCII Building

Serviced Office | Virtual Office | Co-working | Meeting Room



## Virtual Office & Co-working Space

### Enhance Your Business Presence with a Prestigious Business Address

IW Virtual Office is a cost-effective solution for startups, branch offices, or market testing in Thailand. With a prestigious business address, professional support, and on-demand assistance, your office runs smoothly even when you're not here.

#### VIRTUAL OFFICE

	Gold	Platinum	Dedicated Desk
Business Address	✓	✓	✓
Mail Handling	✓	✓	✓
Use of Work Lounge <sup>1</sup>	✓	✓	✓
Dedicated Telephone Number	✓	✓	✓
Telephone Answering Service	✓	✓	✓
Virtual Receptionist	✓	✓	✓
Meeting Room <sup>2</sup>		✓	✓
Personal Workstation			✓
	4,000 THB per month	5,000 THB per month	7,500 THB per month

#### CO-WORKING SPACE

	Day	Month
Use of Work Lounge <sup>3</sup>	One Day	Unlimited
Wifi	✓	✓
Beverage	✓	✓
	400 THB per day	5,000 THB per month

<sup>1</sup> 4 days per month

<sup>2</sup> 4 hours per month

<sup>3</sup> During operating hours

\* Above prices are subject to 7% VAT





IW Serviced Office



20F. UBCII Building

Serviced Office | Virtual Office | Co-working | Meeting Room



# Additional Fee

## Business Support

## Normal Business Hour

## After Hour

General Personal Assistant/ IT Support

THB 250 per 15 minutes

THB 350 per 15 minutes

Translation Services

Price upon request

Price upon request

Legal Services

Price upon request

Price upon request

Air Condition

-

Price upon request

### Courier Redirection

(THB)

Mail Keeping	Complimentary
Domestic Postage	Actual + THB 150
International Postage	Actual + 30%
Messenger Service	Actual + THB 150

### Furniture Rental

(THB)

Executive Chair	1,500 per month
Desk	1,500 per month
Cabinet	1,000 per month
Mobile Pedestal	750 per month

### Security Access Card

(THB)

Additional	700 per card
Replacement	700 per card
Office Suite Key	150 per key
Mobile Pedestal Key	350 per key

### Signage

(THB)

Directory rental	500 per month
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### Photo Copy- Printing

(THB)

without assistance | with assistance

A4 Black & White	3.50		7	per page
A4 Color	30		35	per page
A3 Black & White	10		15	per page
A3 Color	50		55	per page

### Meeting Room

(THB)

Hour | Half day | Full Day

4 seats	500		1,700		3,000
6-8 seats	700		2,500		4,500
10 seats	900		3,500		5,500
12 seats	1,200		4,500		8,000
Private Office (day-use)	start from 1,500 per day				
After hour surcharge	500 per hour				
Business Catering	Price upon request				

### Scanning

(THB)

without assistance | with assistance

A4	3.50		7	per page
A3	10		15	per page

### Parking

(THB)

Car Parking Space- monthly	3,500 per car
1st hour	Free stamp
2nd hour onward	50 per hour
Motorcycle Parking- monthly	800 per motorcycle

### Others

(THB)

Agreement Translation	Price upon request
Consent Letter	3,000 per set
Photo Shooting	700 per time
Time Attendance- monthly	500 per person

### Telephone Line

(THB)

Installation Fee	2,000 per line
Phone Rental	2,000 per month





IW Serviced Office



### **Sathorn Branch**

8F, 15F Sathorn Thani 1  
(BTS : Chong Nonsi station, Exit 2)  
02 684 6789  
02 237 1400

### **Sukhumvit-Nana Branch**

23F Two Pacific Place  
(BTS : Nana station, Exit 2)  
02 684 6888

### **Phrom Phong Branch**

20F UBCII  
(BTS : Phrom Phong station, Exit 5)  
02 666 4999