

FEATURES	LIVE RECEPTION & PHONE ^{††}	BUSINESS ADDRESS	VIRTUAL OFFICE	VIRTUAL OFFICE PLUS
PHONE & RECEPTION — LIVE RECEPTION & PHONE ONLY				
Unlimited domestic calling	✓	—	—	—
Live reception answering 7am to 6pm	✓	—	—	—
Customizable greetings & call facilitation	✓	—	—	—
Personalized caller intake and forms	✓	—	—	—
Call screening	✓	—	—	—
Business phone line	✓	—	—	—
Voicemail box	✓	—	—	—
Phone app	✓	—	—	—
Voicemails via phone app / text / email	✓	—	—	—
Control and use your work number on mobile & computer	✓	—	—	—
AI receptionist <i>(add-on)</i>	✓	—	—	—
Business phone tree set-up	✓	—	—	—
Captions & transcriptions	✓	—	—	—
Notes & summaries	✓	—	—	—
Core reporting and insights	✓	—	—	—
COMMUNITY & NETWORKING — ALL PLANS				
Invitation to Amata socials, networking events & educational seminars	✓	✓	✓	✓
Access to Amata's online community for networking & referral sharing	✓	✓	✓	✓
Access to Amata's Preferred Partner Program	✓	✓	✓	✓
Discounted daily parking for you and your guests	✓	✓	✓	✓
ADDRESS & MAIL — BUSINESS ADDRESS, VIRTUAL OFFICE & PLUS				
Client may use the address on all correspondence	—	✓	✓	✓
Amata will receive and hold mail at center	—	✓	✓	✓
Mail processing services <i>*** notification, forwarding & scanning available upon request — charges may apply</i>	—	✓	✓	✓
BUILDING ACCESS — VIRTUAL OFFICE & PLUS ONLY				
Business hours access to ALL Amata locations	—	—	✓	✓
Cafes, lobbies & lounge free for day use	—	—	✓	✓
Discounted pricing on conference room & day offices	—	—	✓	✓
24/7 after hour and weekend access at your Amata location common areas <i>** location-specific — one-time setup fee of \$110</i>	—	—	✓	✓
EXCLUSIVE TO VIRTUAL OFFICE PLUS				
2 days/month FREE private day office <i>(\$50/day on additional days — must be pre-reserved, based on availability)</i>	—	—	—	✓ PLUS ONLY
Receive 204 Amata Coins each month <i>(used for conference room or day office bookings and labor portion of paralegal and administrative support — 32% of published rates — roll over monthly)</i>	—	—	—	✓ PLUS ONLY

	LIVE RECEPTION & PHONE	BUSINESS ADDRESS	VIRTUAL OFFICE	VIRTUAL OFFICE PLUS
Price per month — pre-paid annually ^{†*}	\$23 per month	\$69–\$119 pre-paid annually / mo	\$205 per month	\$368 per month
Price per month — month-to-month ^{†*}	\$29 per month	\$89–\$149 month-to-month / mo	\$258 per month	\$420 per month

†† RECEPTION BILLING

Reception minutes used each month will be invoiced at **\$3.83/minute**. Calls are billed in per-second increments. The average receptionist call is approximately 7 seconds. Live reception answering is available Monday through Friday, excluding holidays.

To avoid overage charges, additional minutes may be purchased as part of the optional 100- or 300-minute programs. These minutes do not roll over month to month.

- ▶ **100-minute program:** Additional \$320/month. Overage minutes \$3.20/min.
- ▶ **300-minute program:** Additional \$849/month. Overage minutes \$2.83/min.

† PRICING NOTES

- ▶ City, State & Federal taxes may be applied when applicable.
- ▶ Tax, fees applicable. 911 charges may apply.
- ▶ **** Location-specific.** One-time setup fee of \$110.
- ▶ ***** Notification,** physical forwarding & scanning services available upon request. Charges may apply.