

# VIRTUAL OFFICE PACKAGES

A virtual office enables investors to obtain a registered address and domicile letter without renting office space. Your business will be registered at one of our offices in Jakarta, Semarang, or Bali, based on your location.

PRESTIGIOUS ADDRESS	PRESTIGIOUS ADDRESS & CALLS	ULTIMATE
<p>InCorp Indonesia will provide you with a <b>domicile letter*</b> and a prestigious address for your company.</p> <p><b>FEATURES:</b></p> <ul style="list-style-type: none"><li>• Complimentary meeting room usage for two hours per month**</li><li>• Business address</li><li>• Mail and parcel collection</li><li>• Daily notifications via email or SMS</li><li>• Forwarding mail service through email or post***</li></ul>	<p>Your calls will be answered on behalf of your company name by a professional phone operator in Indonesian and English.</p> <p><b>FEATURES:</b></p> <ul style="list-style-type: none"><li>• Complimentary meeting room usage for two hours per month</li><li>• Business address</li><li>• Mail and parcel collection</li><li>• Daily notifications via email or SMS</li><li>• Local phone number</li><li>• Personalized call answering service</li><li>• Forwarding mail service through email or post***</li></ul>	<p>This is a complete package of our virtual office services. Our Ultimate Package offers a prestigious address and call handling for your business, plus a <b>domicile letter*</b>.</p> <p><b>FEATURES:</b></p> <ul style="list-style-type: none"><li>• Free consultation on taxes, visa applications &amp; business incorporation</li><li>• Business address</li><li>• Mail &amp; parcel collection</li><li>• Daily notifications via email or SMS</li><li>• Local phone number</li><li>• Personalized call answering service</li><li>• Company logo</li><li>• Forwarding mail service through email or post***</li><li>• Complimentary usage of hot desks and meeting rooms****</li></ul>

# SERVICED OFFICE PACKAGES

A serviced office in Indonesia includes both private offices and coworking spaces. Entrepreneurs can enjoy a broad variety of services such as professional secretary services, a premium address needed for a **domicile letter\***, dedicated office space (private offices), or shared workspace with other people (coworking space).

COWORKING	PRIVATE ROOM
<p>InCorp Indonesia provides co-shared office space for all companies, from startups, entrepreneurs, and freelancers, to established businesses.</p> <p><b>FEATURES:</b></p> <ul style="list-style-type: none"><li>• A two-hour consultation</li><li>• High-speed internet</li><li>• Complimentary coffee, tea &amp; water</li><li>• Complimentary meeting room usage for five hours per month</li><li>• Complimentary 10-page printing</li><li>• Mini refreshment kiosk</li><li>• Reception services for guests</li></ul>	<p>Enjoy your private office space and do your business activities conveniently.</p> <p><b>FEATURES:</b></p> <ul style="list-style-type: none"><li>• All the features of the <b>Ultimate Virtual Office</b> package</li><li>• A two-hour consultation</li><li>• Private desk</li><li>• High-speed internet</li><li>• Complimentary coffee, tea &amp; water</li><li>• Complimentary meeting room usage for five hours per month</li><li>• Complimentary 10-page printing</li><li>• Mini refreshment kiosk</li><li>• Reception services for guests</li></ul>

\* Provided for one year contract

\*\*Available only in Virtual Office Jakarta, Kuningan

\*\*\* Additional charge

\*\*\*\* Limited hour balance per month

## JAKARTA, KEBON JERUK



Co-Shared Room



Co-Working Table



Big Meeting Room

## BALI



Co-Working Table



Private Office Room



Small/Big Meeting Room

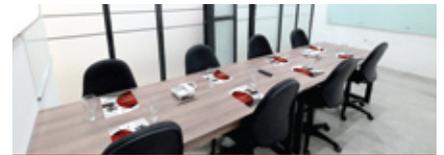
## SEMARANG



Co-Working Table



Private Office Room



Big Meeting Room

## SURABAYA



Co-Working Table

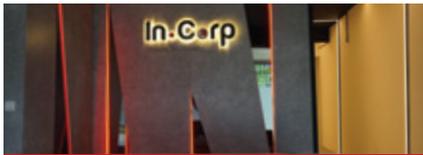


Private Office Room

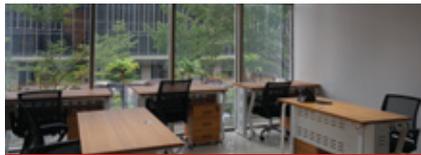


Small/Big Meeting Room

## BATAM



Waiting Room



Co-Shared Room



Big Meeting Room

## CONTACT US

InCorp Indonesia



### JAKARTA, KUNINGAN (VO)

AXA Tower 36th floor, Jalan Prof. Dr. Satrio Kav. 18, Kuningan, Jakarta Selatan 12940, DKI

☎ +62 21 5010 1510  
☎ +62 813 3355 7116  
✉ indonesia@incorp.asia

### SEMARANG

Ruko Peterongan Plaza Blok C-2 Jalan MT Haryono No 719 Semarang 50242, Jawa Tengah

☎ +62 24 8600 1600  
☎ +62 822 2599 9887  
✉ semarang.id@incorp.asia

### JAKARTA, KEBON JERUK

Business Park Kebon Jeruk Blok H1-H2 Jalan Raya Meruya Ilir No 88, Kebon Jeruk, Jakarta Barat 11620, DKI

☎ +62 21 5033 5050  
☎ +62 813 1659 2626  
✉ sales.id@incorp.asia

### SURABAYA

Ruko ICON 21 Blok R No 33 Jalan Dr. Ir. H. Soekarno No 21-22 Surabaya 60117, Jawa Timur

☎ +62 31 2100 2011  
☎ +6281 4385 9100  
✉ surabaya.id@incorp.asia

### BALI

Istana Kuta Galeria Blok BW 2 No 3A Jl. Patih Jelantik, Kuta Badung 80361, Bali

☎ +62 361 2090 200  
☎ +62 361 2090 200  
✉ bali.id@incorp.asia

### BATAM

Ruko Pollux Habibie Unit No E16 Jalan Jend. A. Yani, Teluk Tering, Kota Batam 29411, Kepulauan Riau

☎ +62 778 2100 234  
☎ +62 823 8995 4858  
✉ batam.id@incorp.asia