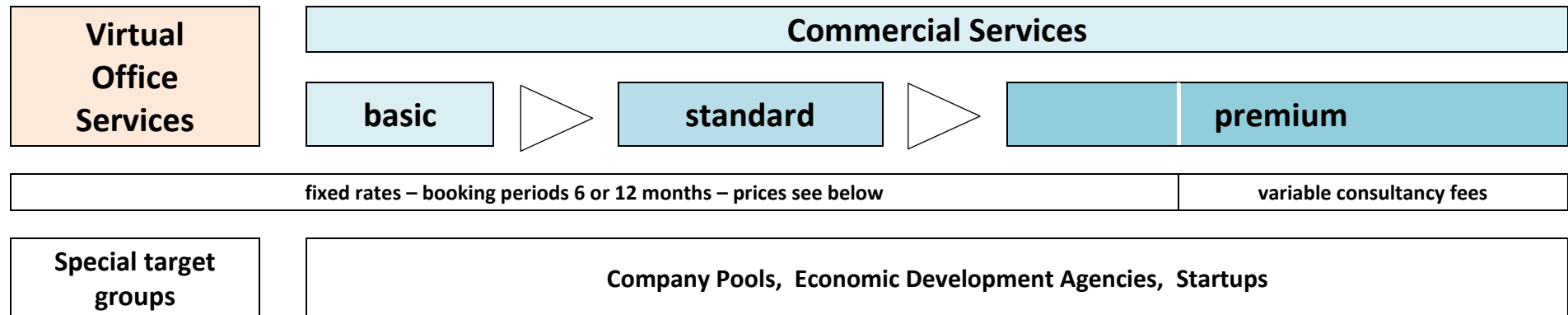


## PRICES AND SERVICES

**BUSINESS ROUTES** offers various service packages, which differ from each other in terms of pricing and the services provided. So we are able to tailor our services to your personal needs.

### At a glance



### Services in Detail

#### Virtual Office Services (OS)



- Utilisation of a complete Virtual Office, representing your company in Berlin/Germany including:
  - Business address in Berlin
  - Telephone number with area code
  - Telephone answering service
  - Mail reception
  - Processing of your correspondence and forwarding of letters to your desired address or digitization and mailing



Do you need your own real office space for your Berlin staff or during business trips to Berlin?

If required, we are pleased to provide additionally your own presentable office or meeting room in Berlin.

Commercial Services (CS)	Basic	Standard	Premium
<b>Information / Communication</b>			
▪ Initial information to your target groups about your business offers	■	■	■
▪ Further information to potential customers and target groups if required		■	■
▪ Quarterly provision of market information to your company, such as environment and investment climate, legal and social conditions, cities, locations and market opportunities	■	■	■
▪ In addition: internal news, according to your industry, in case of need		■	■
▪ Translation services			■
<b>Strategy for Market Entry</b>			
▪ Our key study: audit for internationalisation			■
▪ Optimisation of your business plan according to a specific international market			■
▪ Market entry strategy with action plan			■
▪ Complete industry related market analysis (details/depth have to be specified)			■
▪ Feasibility study for investment projects (M&A, industrial properties,...)			■
<b>Contact Establishment / Customer Acquisition</b>			
▪ Preparation of your companies' cooperation profile	■	■	■
▪ Data research business partners (cooperation companies, networks, clusters,...)		■	■
▪ Data research key customers			■
▪ Establishing up to 10 initial contacts, which are important for an effective market entry (partners, multipliers, networks,...)		■	■
▪ Establishing up to 20 professional market contacts including key customers and arranging business appointments if required			■
▪ Organisation of participation of company representatives in professional events/exhibitions – twice a year	■	■	■
▪ In addition: Representing your company at professional events – twice a year		■	■
▪ In addition: Representing your company at all important business events if required			■
▪ Organisation of a complete business trip or market exploration tour for your company			■

Commercial Services (CS)	Basic	Standard	Premium
<p><b>Market Entry / Expansion</b></p> <ul style="list-style-type: none"> <li>▪ Marketing support: initial mailing campaign to potential customers</li> <li>▪ Building up concrete cooperations: consulting and support during negotiations (Joint ventures, sales cooperations,...)</li> <li>▪ Attending appointments with key customers</li> <li>▪ Necessary initial correspondence with government authorities</li> <li>▪ In addition: Regulatory approvals, negotiations and further correspondence with government authorities</li> <li>▪ Analysis of possible commercial sites, organization of the whole site selection process</li> <li>▪ Organization and application for public funds with regard to your investment</li> <li>▪ Advice in legal and tax-related matters</li> <li>▪ Selection of qualified and executive personnel</li> </ul>			 <p>external</p> <p>external</p>

### Company Pools

- Services include all **Virtual Office** and **Standard Commercial Services** with an additional and close collaboration in strategy development. The specific scope depends on each companies' experiences. We will submit an individual offer according to your requirements.

### Economic Development Agencies

- Further information on [www.public-gate.eu](http://www.public-gate.eu) (→ Services → International Business Development). We will exclusively negotiate an individual offer according to your requirements.



### Virtual Incubation Programme

- Our startup coaching programme, six months – **virtual office services** included. Further information → Representative Office Berlin → Virtual Incubator

## Overview Packages and Prices

Company Size (employees)	Virtual Office Services (OS)	Commercial Services (CS)		Commercial Services (CS)		Commercial Services
		basic	OS included	standard	OS included	premium
<b>6 months booking period</b>		EUR/month		EUR/month		like Standard Commercial Services with additional and selectable components, such as <ul style="list-style-type: none"> <li>– specific consulting services</li> <li>– site selection</li> <li>– organisation of public funds</li> <li>– ...</li> </ul> (specifications above)  → individual agreements and conditions
up to 10	90	180	240	275	335	
11 to 50	120	240	330	335	430	
51 to 250	150	290	420	390	520	
more than 250	180	340	500	450	610	
<b>12 months booking period</b>		EUR/month		EUR/month		
up to 10	75	150	200	230	280	
11 to 50	100	200	280	280	360	
51 to 250	125	245	350	330	435	
more than 250	150	290	420	380	510	
<b>12 months only booking period</b>		EUR/month		EUR/month		
Company pools				per participant	490 - 690	
Economic Development Agencies					830	average - depending on individual agreements

**Our special offer**

<p><b>“The Green Package”</b></p>	<p>We offer special terms for companies with a strictly sustainable, ecological or social business model *</p> <p style="text-align: right;"><b>10% discount</b> on company prices</p>
<p><b>Virtual Incubation Programme</b></p>	<p style="text-align: right;">290 EUR/month 1.740 EUR/6 months</p>

We want to promote responsible entrepreneurial activities and provide the same consultancy services. Our clients are typically guided by OECD Guidelines for Multinational Enterprises that make recommendations for responsible corporate conduct in a global context.

\* Companies with a strictly sustainable, ecological or social business model are guided by “Corporate Sustainability management (CSM)”.

“CSM aims at managing ecological, economic and social effects, firstly to achieve a sustainable development of the organisation and the core business, and secondly, to create with its business a positive contribution of the company to a sustainable development of the economy and society at large.”

*Prof. Stefan Schaltegger, Centre for Sustainability Management, Leuphana University of Lueneburg, Germany*

Our prices do not include any external fees for services such as company registration fees, tax declarations, financial reporting. All prices are net prices plus value added tax in the amount as prescribed under German law.

We permanently endeavour to keep this information up-to-date and as accurate as possible but do not guarantee that information is wholly complete, reliable or free from errors.

If you are interested in our services, we would like to introduce a specific service offer to you with all terms and conditions included.

Please send us your mail to **office@business-routes.com**.

