



VIRTUAL OFFICE APPLICATION

Executive Suites at Agave

4425 E Agave Rd. • Suite 106 • Phoenix, AZ 85044

(480) 422-8441 • Fax (480) 422-8450

APPLICANT INFORMATION

Name:

First

M.I.

Last

Position:

Length of Employment:

Email:

Phone:

After Hours Access*:

Mark here for after hours access

** after hours access requires background check & \$60 fee*

Date of Birth:

Address:

Street Address

Address Line 2

City

State

Zip

How Did You Hear About Us?

BUSINESS INFORMATION

Business Name:

Additional DBA or Trade Names that may receive mail:

Type of Business/es:

Previous Business Address:

Street Address

City

State

Zip

Names of Additional Employees that may receive mail:

Date Requested to Begin Virtual Office Lease:

Lease Term _____ 1 Year

_____ Month/Month
add'l \$25/mo

Choose ONE Virtual Office Option (*mail options do not include postage*):

Virtual Basic Package (\$45+tax/mo)

Virtual Basic Plus Package (\$170+tax/mo)

Mail Forwarding Package (\$75+tax/mo)

International Mail Forwarding Package (\$125+tax/mo)

Virtual Custom Package (Rent/mo determined by services needed)

Signature

Date

APPLICATION PROCESS

Please submit completed application in person, via email or fax to Executive Suites at Agave,
4425 E Agave Rd. Suite #106, Building 2, Phoenix, AZ 85044;
email: exsuitesagave@gmail.com; fax: (480) 422-8450.

Fees may be paid with with certified funds (Cashier's Check or Money Order) or you may request
to be invoiced online through QuickBooks. Please mark your preference below.

Application fee is \$75.00. \$65.00 for background check if afterhours access is needed.

Please call Julie at (480) 422-8441 (office) or (480) 241-8257 (cell) if you have any questions.

Certified Funds

Quick Books Invoice

Thank you for choosing Executive Suites at Agave!

