**IconOffices-VirtualOfficeSubscriptionConfirmation**

1message

**Icon Offices** <[bookings@iconoffices.co.uk](mailto:bookings@iconoffices.co.uk)> {{Contract\_Start\_Date}}

To: [{{Email}}](mailto:layzalltd@gmail.com)

{{Name}},

ThankyouforchoosingtotakeaVirtualOffice packagefrom us.Yourbookingconfirmation isatthebottom ofthis email.

Theaddressallocatedtoyouisasfollows:

**{{RP07\_ADDRESS\_FIELD1}}**

**{{RP07\_ADDRESS\_FIELD2}}**

**{{RP07\_ADDRESS\_FIELD3}}**

**{{RP07\_ADDRESS\_FIELD4}}**

**{{RP07\_ADDRESS\_FIELD5}}**

**{{RP07\_ADDRESS\_POSTCODE}}**

**All post received MUST have your office or suite number stated on it. Any post received with no office or suite number on it will automatically be returned to sender even if we identify it as yours. This is to safeguardourmasteraddressfromfraud /blacklisting.Thisalsohelpsthesenderofmailidentifythatthey are sending mail to a business address in case they are targeted for fraud.**

Youraddresscanbeusedimmediately,howeversomefeaturesofyourpackagearenotactivelikemailhandling.In order to activate your account in full we need your ID documents. If you have appointed an Authorised Account Handler to speak to us on your behalf then we will need their ID documents too and a letter of authorisation.

Pleaseclickheretoseethedocumentsthatweneedfromyou.

Donotprovidefakeor altereddocuments.Ifyoucannotprovideafullsetof documents thennotify us andwewill see if we can still help you.

Toorderyour VoipPhoneLine,pleasecompletetheformattachedtothisemailandsenditback to [info@iconoffices.co.uk](mailto:info@iconoffices.co.uk)

Your Credit Card / Debit Card / PayPal will automatically be debited on your billing date with the subscription amount.Ifyou arepaying us quarterly it isevery90 days(approximately) or ifyou arepaying us annually it is every 365 days.Youcan cancelyoursubscription within7daysofsigningupforafullrefund(providedyouhavenot used our services). After this you cannot get a refund and you can only cancel on your quarterly or annual billing date by giving at least 7 days' notice. At the time of requesting the cancellation you should ensure that our address is not being used as your registered, advertised or correspondence address, otherwise your cancellation request will be refused as we do not permit use of our address without payment. If you wish to cancel your subscription in the future you simply email us with your request.

Youcanmanageyoursubscriptionbyloggingintothe clientareahere Your username is [layzalltd@gmail.com](mailto:layzalltd@gmail.com)

Yourpasswordisqqrh18iqc9

Yourtelephoneverificationpasswordis:**REHMAN3096**

Foralistof benefitsavailabletoyou and tosee howmuchpostyouare entitledtoreceiveandsizeandweight restrictions please see: https://iconoffices.co.uk/virtual-offices.php

Youwillneedtoclickontheappropriatepackagethatyouhavetorevealalloftherelevantinformation.

UKVirtualMobileNumberwithfree SMS to Email

only£1.25perweek Click here

FreeMultiCurrencyBankAccountsUpto£70CashBack.

Clickhere

ProfessionalCall An

UKLtdCompanyFor

Detailsofyourpackageareasfollows:

**Package:**{{Package}}Package

**Amount:**£{{Price}}

**AuthorisedAccountHandlerDetails**

**Title:**

**Name:**

{{Name}}{{Surname}}

**Email:**

[{{Email}}](mailto:layzalltd@gmail.com)

**ContactNumber:**

{{Contact\_No}}

**ResidentialAddress:**

{{Customer\_Address}}

**PostCode/ZipCode:**

{{Postal\_Code}}

**YourCountryofResidence:**

{{Country}}

**Promotioncode:**

**BusinessOwner/DirectorDetails**

**Title:**

**Name:**

{{Name}}{{Surname}}

**ContactNumber:**

{{Contact\_No}}

**ResidentialAddress:**

{{Customer\_Address}}

**PostCode/ZipCode:**

{{Postal\_Code}}

**YourCountryofResidence:**

{{Country}}

**CompanyDetails**

**CompanyName:**

{{Company\_Name}}

**Company'sRegisteredAddress:**

CompanyaddresstobeallocatedbyIconOfficesuponcompletionofyourapplication

**PostCode/ZipCode:**

CompanyaddresstobeallocatedbyIconOfficesuponcompletionofyourapplication

**Country:**

UK

**OfficeAddress:**

{{RP07\_ADDRESS\_FIELD1}}

{{RP07\_ADDRESS\_FIELD2}}

{{RP07\_ADDRESS\_FIELD3}}

{{RP07\_ADDRESS\_FIELD4}}

{{RP07\_ADDRESS\_FIELD5}}

{{RP07\_ADDRESS\_POSTCODE}}

**Comments:PaymentFrequency:**

{{Payment}}

**PaidVia:**

Debitcard

**ReceiveMarketingMaterial:**

Yes

Regards

TheIconOfficesTeam Tel 0203 432 5444

Email[info@iconoffices.co.uk](mailto:info@iconoffices.co.uk)

