WORLD'S MOST ADVANCED OFFICE

CLIENT INFORMATION

kuala lumpur **malaysia**
plaza mont kiara

selangor **malaysia**
empire tower

jakarta **indonesia**
menara rajawali

melbourne **australia**
365 little collins

ho chi minh **vietnam**
vietnam business centre

hong kong **china**
central tower

beijing **china**
beijing yintai centre

bangkok **thailand**
empire tower

A GENERAL INFORMATION

Full Name : ....

KTP : ....

Company Name : ....

Company Business Activity : ....

Website : ....

Business Address : ....

Telp No : ....   Fax No : ....

Email : ....   Number of Employees : ....

B CALL HANDLING

Contact Person 1
NAME

TELP NO.

If you are not reachable, we will forward the message to you by *(please choose only one):*
Email
OR **SMS**
Can we give the caller your other contact number if they ask: **YES** / **NO**

Contact Person 2
NAME

TELP NO.

If you are not reachable, we will forward the message to you by *(please choose only one):*
Email
OR **SMS**
Can we give the caller your other contact number if they ask: **YES** / **NO**

Contact Person 3
NAME

TELP NO.

If you are not reachable, we will forward the message to you by *(please choose only one):*
Email
OR **SMS**
Can we give the caller your other contact number if they ask: **YES** / **NO**

Contact Person 4
NAME

TELP NO.

If you are not reachable, we will forward the message to you by *(please choose only one):*
Email
OR **SMS**
Can we give the caller your other contact number if they ask: **YES** / **NO**

Contact Person 5
NAME

TELP NO.

If you are not reachable, we will forward the message to you by *(please choose only one):*
Email
OR **SMS**
Can we give the caller your other contact number if they ask: **YES** / **NO**

Contact Person 6
NAME

TELP NO.

If you are not reachable, we will forward the message to you by *(please choose only one):*
Email
OR **SMS**
Can we give the caller your other contact number if they ask: **YES** / **NO**

VO Platinum = 6 contacts   VO Gold = 3 contacts   VO Silver = 1 contact

C AFTER-HOUR VOICEMAIL & CALL FORWARDING SERVICE

We will instantly forward any message we recieved to your email
Email

** Any calls for you will be forwarded to your number
Telp No

D MAIL HANDLING

Preferred contact method
Email
OR
SMS

E DEDICATED FAX NUMBER

Instant fax forwarding to your email
Email

PAYMENT BY WAY OF TRANSFER / BANK IN
(For remitting in IDR)

Bank : Bank Central Asia (BCA)	Bank : MANDIRI
Account Name :	Account Name :
Account Number :	Account Number :
Swift Code :	Swift Code :

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V◆FFICE