



Smarter Business | Better Life

VIRTUAL OFFICE PLAN

ELEVATE YOUR BUSINESS

By joining Most Advanced Office in the world



www.vOffice.com.my
cs@voffice.com.my
+603 2788 3555

SERVICE COMPARISON

Virtual Office Malaysia

Business Address	SILVER	GOLD	PLATINUM
Prestigious Business Address	✓	✓	✓
Receive Mails & Parcels	✓	✓	✓
SMS or Email Notification <i>Sent to you within 4 hours</i>	✓	✓	✓
Elegant Reception Service	✓	✓	✓

Calls Handling

Dedicated Local Telephone Number		✓	✓
Professional Call Answering		✓	✓
SMS or Email Notification		✓	✓
Call Screening and Transfer			✓
Personalised Voicemail			✓

Fax Service

Dedicated Local Fax Number			✓
Instant Fax Forwarding to your Email			✓

Facilities

Meeting Rooms <i>Access to our worldwide location*</i>	1 Hour <i>Local</i>	5 Hours <i>Global Network</i>	8 Hours <i>Global Network</i>
Hot-desking / Workstation		5 Hours <i>Global Network</i>	8 Hours <i>Global Network</i>
Executive Office Suite			3 Hours
Premium Tele-Conference Service			20 Hours

**Usage per month*

Other Benefits

Free International Call Transfer			✓
Lowest Possible Rate	✓	✓	✓
F	✓		

8 REASONS

WHY YOU SHOULD CHOOSE
vOffice

- We have served over 22,000 businesses since 2003
- Over 4 locations in Malaysia and 40+ globally
- Monthly community events and get together
- Free Internet Access and Projector usage during meeting room usage
- Enjoy lowest rate for additional services such as Company Incorporation, Co-working Membership, Event Space Rental, Accounting & Bookkeeping Service and Designing Services
- Free call transfer worldwide
- No hidden fee

Level 9

WISMA UOA DAMANSARA II

Damansara Heights
Kuala Lumpur



A 13-storey prime office building with MSC status located in one of the most renowned and upmarket residential and commercial district of Kuala Lumpur. Home to a number of corporate headquarters and multinational companies, this iconic building is situated in an affluent suburb of the Damansara enclave.

	SILVER ADDRESS ONLY	GOLD ADDRESS + PHONE	PLATINUM ADDRESS + PHONE + FAX
	100.00 per month	199.00 per month	239.00 per month
3 months plan	-	597.00	717.00
6 months plan	-	1,194.00	1,434.00
* 12 months plan	1,200.00	2,101.40 Was RM2,388.00 Save 12%	2,523.80 Was RM2,868.00 Save 12%
* 24 months plan	1,824.00 Was RM2,400.00 Save 24%	3,629.80 Was RM4,776.00 Save 24%	4,359.40 Was RM5,736.00 Save 24%
* 36 months plan	2,304.00 Was RM3,600.00 Save 36%	4,585.00 Was RM7,164.00 Save 36%	5,506.60 Was RM8,604.00 Save 36%

Prices shown in Ringgit Malaysia (RM) and exclude GST 6%.

* Enjoy discounted rate on selected plan (for new signup only).



PLAZA MONT KIARA

Mont Kiara
Kuala Lumpur

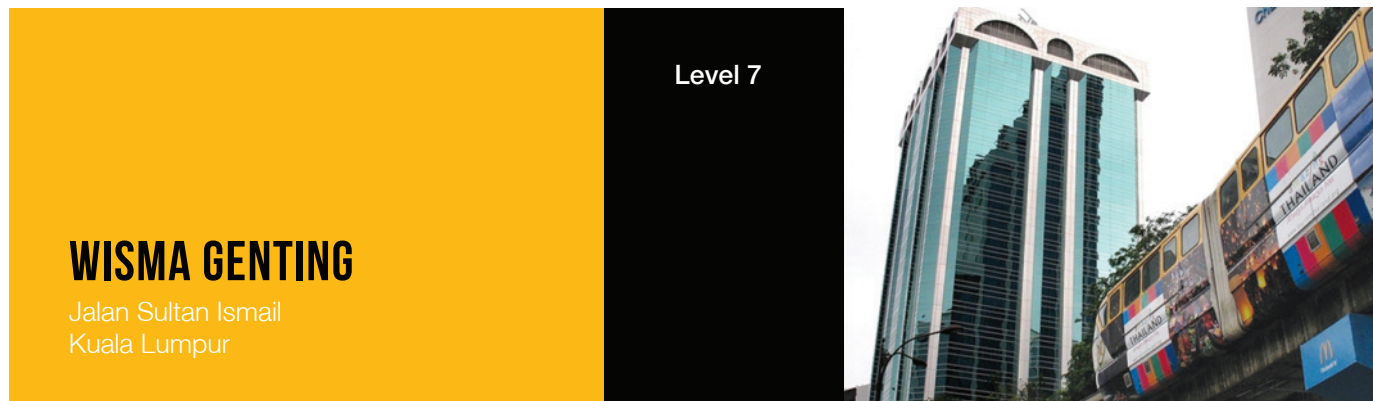
Level 5

Plaza Mont Kiara is an impressive landmark right at the entrance of the prestigious Mont Kiara enclave, which is one of the hottest address in Kuala Lumpur. It is the one and only kind of its own and it has been coined "The Resort Office", as its unique concept of combining an office complex with resort-like facilities for a new business lifestyle.

	SILVER ADDRESS ONLY	GOLD ADDRESS + PHONE	PLATINUM ADDRESS + PHONE + FAX
	75.00	199.00	239.00
3 months plan	-	597.00	717.00
6 months plan	-	1,122.40 <small>Was RM1,194.00 <i>Save 6%</i></small>	1,348.00 <small>Was RM1,434.00 <i>Save 6%</i></small>
* 12 months plan	423.00 <small>Was RM900.00 <i>Save 53%</i></small>	2,101.40 <small>Was RM2,388.00 <i>Save 12%</i></small>	2,523.80 <small>Was RM2,868.00 <i>Save 12%</i></small>
* 24 months plan	1,368.00 <small>Was RM1,800.00 <i>Save 24%</i></small>	3,629.80 <small>Was RM4,776.00 <i>Save 24%</i></small>	4,359.40 <small>Was RM5,736.00 <i>Save 24%</i></small>
* 36 months plan	1,728.00 <small>Was RM2,700.00 <i>Save 36%</i></small>	4,585.00 <small>Was RM7,164.00 <i>Save 36%</i></small>	5,506.60 <small>Was RM8,604.00 <i>Save 36%</i></small>

Prices shown in Ringgit Malaysia (RM) and exclude GST 6%.

* Enjoy discounted rate on selected plan (for new signup only).



WISMA GENTING

Jalan Sultan Ismail
Kuala Lumpur

Located in Wisma Genting, Jalan Sultan Ismail and right in front of Raja Chulan Monorail station - which is also link with the LRT and Train from KL Sentral. Enjoy a fresh coffee at Coffee Bean and enjoy the convenience of Maybank and Cimb bank just below us.

	SILVER ADDRESS ONLY	GOLD ADDRESS + PHONE	PLATINUM ADDRESS + PHONE + FAX
	75.00 per month	199.00 per month	239.00 per month
3 months plan	-	597.00	717.00
6 months plan	423.00 Was RM450.00 <i>Save 6%</i>	1,122.40 Was RM1,194.00 <i>Save 6%</i>	1,348.00 Was RM1,434.00 <i>Save 6%</i>
* 12 months plan	792.00 Was RM900.00 <i>Save 12%</i>	2,101.40 Was RM2,388.00 <i>Save 12%</i>	2,523.80 Was RM2,868.00 <i>Save 12%</i>
* 24 months plan	1,368.00 Was RM1,800.00 <i>Save 24%</i>	3,629.80 Was RM4,776.00 <i>Save 24%</i>	4,359.40 Was RM5,736.00 <i>Save 24%</i>
* 36 months plan	1,728.00 Was RM2,700.00 <i>Save 36%</i>	4,585.00 Was RM7,164.00 <i>Save 36%</i>	5,506.60 Was RM8,604.00 <i>Save 36%</i>

Prices shown in Ringgit Malaysia (RM) and exclude GST 6%.

* Enjoy discounted rate on selected plan (for new signup only).



EMPIRE TOWER

Subang Jaya
Selangor

Level 5

This is our most popular center in Malaysia. Located in the best mixed development in Subang Jaya where our center form part of the Empire Shopping Gallery where you can find a 4 star hotel, serviced apartment and office tower.

	SILVER ADDRESS ONLY	GOLD ADDRESS + PHONE	PLATINUM ADDRESS + PHONE + FAX
	75.00 per month	199.00 per month	239.00 per month
3 months plan	-	597.00	717.00
6 months plan	423.00 Was RM450.00 Save 6%	1,122.40 Was RM1,194.00 Save 6%	1,348.00 Was RM1,434.00 Save 6%
* 12 months plan	792.00 Was RM900.00 Save 12%	2,101.40 Was RM2,388.00 Save 12%	2,523.80 Was RM2,868.00 Save 12%
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Prices shown in Ringgit Malaysia (RM) and exclude GST 6%.

* Enjoy discounted rate on selected plan (for new signup only).

CHOOSE YOUR PLAN

PLAN	SILVER	GOLD	PLATINUM	ADD-ONS SERVICES
3 months	-	<input type="checkbox"/> RM 597.00	<input type="checkbox"/> RM 717.00	<input type="checkbox"/> Mail Forwarding Refundable Deposit: RM 100.00 Cost: Standard Postage + RM 2.00 Handling Fee
6 months	-	<input type="checkbox"/> RM 1,194.00	<input type="checkbox"/> RM 1,434.00	
12 months	<input type="checkbox"/> RM 1,200.00	<input type="checkbox"/> RM 2,101.40	<input type="checkbox"/> RM 2,523.80	<input type="checkbox"/> Business Identity Package With FREE business card design and printing Cost: RM 599.00
24 months	<input type="checkbox"/> RM 1,824.00	<input type="checkbox"/> RM 3,629.80	<input type="checkbox"/> RM 4,359.40	
36 months	<input type="checkbox"/> RM 2,304.00	<input type="checkbox"/> RM 4,585.00	<input type="checkbox"/> RM 5,506.60	<input type="checkbox"/> Others

The rates indicated above are discounted and applicable for the first time only. Price shown exclude GST 6%.

GENERAL INFORMATION

COMPANY INFORMATION		ACCOUNT OWNER INFORMATION	
Company Name:		Full Name:	
Nature of Business		NRIC/Passport No:	
Business Address:		Home Address:	
Company Registration No:	Number of Employees:	State:	Postcode:
Website:		Date of Birth:	Mobile No:
Telephone No:	Fax No:	Email Address:	

SETUP APPLICATION

CALL MANAGEMENT Contact Person	Contact Number (to be transferred to)	Can provide number to caller?	If unreachable, please choose ONE of the options	
			Email	SMS
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		

AFTER OFFICE HOURS CALL HANDLING OPTIONS		MAIL HANDLING OPTIONS	
<input type="checkbox"/> Voicemail		<input type="checkbox"/> Email	
<input type="checkbox"/> Call Divert		<input type="checkbox"/> SMS	

DEDICATED FAX SERVICE	Email
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DECLARATION

By signing below, I hereby confirm that the given information is true and accurate. I hereby understand and accept the terms and conditions stipulated overleaf.		
Signature:	Date:	Company's Stamp/Seal (if applicable)

NOTE:
It is by law that we need at least a photocopy of your IC / Passport or Business Registration Form (Form 9) before we can provision this service to you.

PAYMENT DETAILS

PAYMENT BY WAY OF BANKIN-IN / TELEGRAPHIC TRANSFER Bank: CIMB BANK BERHAD Account Name: VOFFICE DAMANSARA HEIGHTS SDN BHD Account No.: 800 760 3212 Swiftcode: CIBBMYKL (For International Transfer only) Please remember to fax (+603 2788 3666) or email (cs@voffice.com.my) the bank-in slip, ensuring that the following can be clearly read (1) Quotation Number, (2) Contact Number.	PAYMENT BY CREDIT CARD / PAYPAL You may make your payment using a valid credit card through our Secured Payment Page at https://voffice.com.my/paynow/ (additional 5% for bank service charge).
	PAYMENT BY WAY OF CHEQUE Payment must be made payable to "vOffice Damansara Heights Sdn Bhd". Please make sure you write the Quotation Number and your contact number at the back of the cheque. Mail the cheque to: vOffice Damansara Heights Sdn Bhd Level 9, Unit 3, Wisma UOA Damansara II, Damansara Heights, 50490 Kuala Lumpur.

Please be advised that all payment must be strictly paid to designated vOffice banking accounts, vOffice shall not be responsible for payment to any third party or third party banking account.

CHOOSE YOUR PLAN

PLAN	SILVER	GOLD	PLATINUM	ADD-ONS SERVICES
3 months	-	<input type="checkbox"/> RM 597.00	<input type="checkbox"/> RM 717.00	<input type="checkbox"/> Mail Forwarding Refundable Deposit: RM 100.00 Cost: Standard Postage + RM 2.00 Handling Fee
6 months	-	<input type="checkbox"/> RM 1,122.40	<input type="checkbox"/> RM 1,348.00	
12 months	<input type="checkbox"/> RM 423.00	<input type="checkbox"/> RM 2,101.40	<input type="checkbox"/> RM 2,523.80	<input type="checkbox"/> Business Identity Package With FREE business card design and printing Cost: RM 599.00
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36 months	<input type="checkbox"/> RM 1,728.00	<input type="checkbox"/> RM 4,585.00	<input type="checkbox"/> RM 5,506.60	<input type="checkbox"/> Others

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GENERAL INFORMATION

COMPANY INFORMATION		ACCOUNT OWNER INFORMATION	
Company Name:		Full Name:	
Nature of Business		NRIC/Passport No:	
Business Address:		Home Address:	
Company Registration No:	Number of Employees:	State:	Postcode:
Website:		Date of Birth:	Mobile No:
Telephone No:	Fax No:	Email Address:	

SETUP APPLICATION

CALL MANAGEMENT Contact Person	Contact Number (to be transferred to)	Can provide number to caller?	If unreachable, please choose ONE of the options	
			Email	SMS
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		

AFTER OFFICE HOURS CALL HANDLING OPTIONS		MAIL HANDLING OPTIONS	
<input type="checkbox"/> Voicemail		<input type="checkbox"/> Email	
<input type="checkbox"/> Call Divert		<input type="checkbox"/> SMS	

DEDICATED FAX SERVICE	Email
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DECLARATION

By signing below, I hereby confirm that the given information is true and accurate. I hereby understand and accept the terms and conditions stipulated overleaf. Signature: _____ Date: _____	Company's Stamp/Seal (if applicable)	NOTE: It is by law that we need at least a photocopy of your IC / Passport or Business Registration Form (Form 9) before we can provision this service to you.
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PAYMENT DETAILS

PAYMENT BY WAY OF BANKIN-IN / TELEGRAPHIC TRANSFER Bank: MAYBANK (MALAYAN BANKING BERHAD) Account Name: FLEXI E-SOLUTIONS SDN BHD Account No.: 5147 2110 2200 Swiftcode: MBBEMYKL (For International Transfer only) Please remember to fax (+603 2788 3666) or email (cs@voffice.com.my) the bank-in slip, ensuring that the following can be clearly read (1) Quotation Number, (2) Contact Number.	PAYMENT BY CREDIT CARD / PAYPAL You may make your payment using a valid credit card through our Secured Payment Page at https://voffice.com.my/paynow/ (additional 5% for bank service charge). PAYMENT BY WAY OF CHEQUE Payment must be made payable to "Flexi e-Solutions Sdn Bhd". Please make sure you write the Quotation Number and your contact number at the back of the cheque. Mail the cheque to: Flexi e-Solutions Sdn Bhd B-5-8, Plaza Mont Kiara, Mont Kiara, 50480 Kuala Lumpur
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CHOOSE YOUR PLAN

PLAN	SILVER	GOLD	PLATINUM	ADD-ONS SERVICES
3 months	-	<input type="checkbox"/> RM 597.00	<input type="checkbox"/> RM 717.00	<input type="checkbox"/> Mail Forwarding Refundable Deposit: RM 100.00 Cost: Standard Postage + RM 2.00 Handling Fee
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12 months	<input type="checkbox"/> RM 792.00	<input type="checkbox"/> RM 2,101.40	<input type="checkbox"/> RM 2,523.80	<input type="checkbox"/> Business Identity Package With FREE business card design and printing Cost: RM 599.00
24 months	<input type="checkbox"/> RM 1,368.00	<input type="checkbox"/> RM 3,629.80	<input type="checkbox"/> RM 4,359.40	
36 months	<input type="checkbox"/> RM 1,728.00	<input type="checkbox"/> RM 4,585.00	<input type="checkbox"/> RM 5,506.60	<input type="checkbox"/> Others

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GENERAL INFORMATION

COMPANY INFORMATION		ACCOUNT OWNER INFORMATION	
Company Name:		Full Name:	
Nature of Business		NRIC/Passport No:	
Business Address:		Home Address:	
Company Registration No:	Number of Employees:	State:	Postcode:
Website:		Date of Birth:	Mobile No:
Telephone No:	Fax No:	Email Address:	

SETUP APPLICATION

CALL MANAGEMENT		Contact Number (to be transferred to)	Can provide number to caller?	If unreachable, please choose ONE of the options	
Contact Person				Email	SMS
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
AFTER OFFICE HOURS CALL HANDLING OPTIONS			MAIL HANDLING OPTIONS		
<input type="checkbox"/> Voicemail			<input type="checkbox"/> Email		
<input type="checkbox"/> Call Divert			<input type="checkbox"/> SMS		
DEDICATED FAX SERVICE		Email			

DECLARATION

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Signature:	Date:	Company's Stamp/Seal (if applicable)
		NOTE: It is by law that we need at least a photocopy of your IC / Passport or Business Registration Form (Form 9) before we can provision this service to you.

PAYMENT DETAILS

PAYMENT BY WAY OF BANKIN-IN / TELEGRAPHIC TRANSFER	PAYMENT BY CREDIT CARD / PAYPAL
Bank: MAYBANK (MALAYAN BANKING BERHAD)	You may make your payment using a valid credit card through our Secured Payment Page at https://voffice.com.my/paynow/ (additional 5% for bank service charge).
Account Name: VOFFICE SDN BHD	
Account No.: 5143 5650 8202	PAYMENT BY WAY OF CHEQUE
Swiftcode: MBBEMYKL (For International Transfer only)	Payment must be made payable to "vOffice Sdn Bhd". Please make sure you write the Quotation Number and your contact number at the back of the cheque.
Please remember to fax (+603 2788 3666) or email (cs@voffice.com.my) the bank-in slip, ensuring that the following can be clearly read (1) Quotation Number, (2) Contact Number.	Mail the cheque to: vOffice Sdn Bhd Level 7-1, Wisma Genting (New Wing), 28, Jalan Sultan Ismail, 50250 Kuala Lumpur
Please be advised that all payment must be strictly paid to designated vOffice banking accounts, vOffice shall not be responsible for payment to any third party or third party banking account.	

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PLAN	SILVER	GOLD	PLATINUM	ADD-ONS SERVICES
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36 months	<input type="checkbox"/> RM 1,728.00	<input type="checkbox"/> RM 4,585.00	<input type="checkbox"/> RM 5,506.60	<input type="checkbox"/> Others

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Business Address:		Home Address:	
Company Registration No:	Number of Employees:	State:	Postcode:
Website:		Date of Birth:	Mobile No:
Telephone No:	Fax No:	Email Address:	

SETUP APPLICATION

CALL MANAGEMENT Contact Person	Contact Number (to be transferred to)	Can provide number to caller?	If unreachable, please choose ONE of the options	
			Email	SMS
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		
		<input type="checkbox"/> Yes <input type="checkbox"/> No		

AFTER OFFICE HOURS CALL HANDLING OPTIONS		MAIL HANDLING OPTIONS	
<input type="checkbox"/> Voicemail		<input type="checkbox"/> Email	
<input type="checkbox"/> Call Divert		<input type="checkbox"/> SMS	

DEDICATED FAX SERVICE	Email
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Please be advised that all payment must be strictly paid to designated vOffice banking accounts, vOffice shall not be responsible for payment to any third party or third party banking account.

1.0 OPERATING HOURS

Flexi e-Solutions Sdn Bhd hereinafter referred as FES will provide the stipulated service during business hours from 9:00 am to 7:30pm Monday to Friday and FES will adhere to any public holidays in accordance with the Malaysian law for the state of Kuala Lumpur, Malaysia. FES may also declare certain business day as off day(s) provided that if FES were to give prior notice of at least 5 working days in advance.

1.1 COMMUNICATIONS

FES primary communication channel shall be via email and emails sent through FES Corporate Email Server to the email address provided by the Client on the registration form shall be deemed as delivered, accepted and understood from the time it is sent. It is the Client's responsibility to update FES with his/her latest working email address in the event of any changes differing from that stipulated in the registration form.

1.2 SALES AGREEMENT

The agreement made upon registration will be the services stipulated on your first term. Any request for modification and deviation from the original intended services without written consent from vOffice, shall not be considered and may incur additional costs. Upon renewal of your contract, services would be back to its standard package as listed on our official website.

1.3 USE OF THE ACCOMMODATION

The Client must only use the accommodation for office purposes, and only for the business stated in your Agreement or subsequently agreed with FES. You must not use the name vOffice, or any of its associated companies in any way in connection with your business. Booking of vOffice facilities are subject to availability.

1.4 TAKING CARE OF OUR PROPERTY

The Client must take good care of all parts of the business centre, its equipment, fittings, and furnishings used. You must not alter any part of it. You are liable for any damage caused by you or those in the business centre with your permission or at your invitation.

1.5 SUSPENSION OR TERMINATION

The Client understand that FES, in its sole discretion, may terminate, suspend your service(s) at any time, with or without notice(s), in relation to any outstanding invoice(s) or if any part of this Agreement is breached.

Upon such suspension or termination, you must immediately discontinue the use of our service(s) rendered to you and disclaim FES as your virtual office service provider. FES immediately reserved the rights to re-assign any services we offered to you to another party and FES will discard any mails, parcels, items which belong to the Client if the item is not collected after 14 days of such suspension or termination. FES will not be liable for any losses or claims whatsoever that may arise from such instances.

Any usage of our service(s) after such termination or suspension shall be deemed as an act of trespassing.

1.6 LIABILITY

FES makes no representations or warranties, express or implied, of any kind to Client or third party regarding FES services. FES shall use reasonable efforts to provide the agreed upon services however, in no event, shall FES be liable to Client, or any third party, for any claims for loss or damages as a result of any action or inaction by FES.

1.7 FRAUDULENCE USE OF SERVICE

The Client agrees that he/she will not use FES name, services, and premises for any illegal, fraudulent, illicit, unfit, unethical purpose. FES is the sole arbitrator to decide on the validity of the Client purpose of using our services. It is agreed that FES is not responsible for any international civil and criminal law violations on Client's part.

FES accepts no legal responsibility or liability for the handling of call on the Client's behalf (whether unregistered, registered, certified or insured), or for any action, event or expense associated with or arising from the handling of the calls.

The Client reserved the rights to the privacy of your mails with FES but if it is deemed to be suspicious, we preserved the rights to unwrap or open the mail, parcel, courier or any questionable items delivered to our premises for the Client without the Client's prior agreement.

1.8 INDEMNITY

The Client indemnifies and agrees to hold FES harmless from and against any claims by the Client, and/or any employee, agent or invitee of the Client for any loss, damage, expense or claim, loss of information, damage or any errors including whether caused by any act or omission of FES.

2.0 PAYMENT TERMS

Our service to you will be auto renewed by itself at the original standard price before any discount or promotion for plan you have contracted at the end of each billing cycle unless you notify us of otherwise. Our billing system will automatically generate an invoice 21 days before the end of your plan billing cycle for the new renewal terms and the invoice shall be considered delivered and accepted by you unless inform us 72 hours after the invoice is sent to your email address on our system.

It is understood that the only way to confirm that you wish to cancel your service and obligation to us is by completing FES Official Service Cancellation Form which can be obtain from our website at www.voffice.com.my/cancel_my_service.pdf or by contacting us +603 2788 3555 to request for a fax copy of the cancellation form. You should receive an acknowledgement from us once we have verified and process your cancellation.

2.1 MODIFICATION OF SERVICES

FES may at any time modify or discontinue, temporarily or permanently, FES services (or any part of them) with or without notice and liability to anyone. Should price increases become necessary, FES will give the customer 21 days notice in writing / email.

2.2 CANCELLATION POLICY

Cancellation before activation of services may be eligible for a refund of up to 70%. Cancellation after activation of services and before the end of contract stated date will not be eligible for a refund. FES reserves the right to change the Cancellation Policy without prior notice.

3.0 CLIENT PRIVACY

FES guaranteed that all customers information will be kept with strict confidentiality and will not be sold or release to any 3rd party however FES is at its sole discretion to preserve the rights to release the Client information to a 3rd party if FES suspect or believe that the Client has breach any part of this Agreement.

3.1 MATTERS BEYOND OUR CONTROL

We shall not be held liable for any breach of these Terms and Conditions caused by circumstances out of our control, including fire, lightning, flood or extremely severe weather, explosion, war, disorder, industrial disputes (whether or not involving our employees) network failures, power failures or acts of local or central Government or other competent authorities.

3.2 JURISDICTION

The laws and jurisdiction of Kuala Lumpur, Malaysia shall govern any and all matters of dispute between FES and Client.

3.3 MISCELLANEOUS

Any telephone number assigned to Client by FES shall remain the property of FES.

It is understood that FES is only offering a service to you and is not affiliated nor related to the Client. FES will not be your guarantor and/or responsible for any loan, credits, borrowing of money. Should we receive any threat from any party that affects our employees (emotionally or physically), premises or business operation, FES will report the case to the Police immediately and FES reserved the rights to terminate your service immediately without any compensation.

FES may transfer our obligation to you to another location if necessary provided that FES give a 21 days advance notice.

FES may modify this Term of Use Agreement at its sole discretion and will be considered as accepted by you upon FES notification to you of that changes through our primary communication channel and did not receive any objection from you within 72 hours of notification.

FES will only provide storage of your mails, parcels or items for the time frame stipulated on the package/plan you sign up for and FES has the rights to discard any items not collected after that period of time plus 14 days grace period.

Any items delivered to our office via normal post, hand or courier which is not addressed clearly to the recipient or if the address differs from what we have on our records will be discarded. FES will certainly endeavor to identify the rightful owner but if FES failed to identify the recipient, the items will be discarded.

By signing below, I hereby understand and accept the terms and conditions stated here.

Signature: