



BUSINESS OFFICE

SERVICES

Your Office Center
in Luxembourg

www.boservices.lu



BUSINESS OFFICE SERVICES offers professional corporate offices and executive work space in Luxembourg.

Our aim is to **simplify** things for you when setting up your office, but also when running your office on a daily basis.

Our team at Business Office Services can take care of all the logistic and administrative tasks associated with creating and operating an office in Luxembourg so that you can fully concentrate on your professional activity.

Each of our clients is **unique**. We appreciate your activities and will tailor our services to accommodate your needs and expectations while taking your priorities into account.

We consider ourselves your **partner** in Luxembourg, and we pride ourselves on taking the time to understand your business and your specific needs. This customized approach, coupled with our comprehensive range of high quality services, enables us to create and maintain **truly adapted solutions** for all your business activities.

BUSINESS OFFICE SERVICES provides:

- A **Professional** team,
Friendly, attentive, and at your disposal
Dynamic and qualified
Multilingual and multicultural



- **Personalized** relationships and customized service
- A **Range of comprehensive high quality services**
 - Fully equipped offices and meeting rooms
 - State of the art office equipment accessible in offices and meeting rooms and high technology services including permanent broadband internet access, WiFi and video-conferencing (Scorpio Building)
 - Full range of administrative services: personalized e-mail address, call, and mail/package and fax management
 - Well-tailored logistical services: secretarial work, meeting organization, coffee and refreshments
- A **Privileged** geographical location and a **Pleasant Workplace**:
 - Convenient access to and from train station, airport and the city-centre
 - Interior designed office space

Two sites, close to Luxembourg city-centre, are at your disposal : the Scorpio Building is located in the Cloche d'Or area in Gasperich, and the Thomas Building is conveniently located in Strassen.

You can access your office 24 hours a day and 7 days a week. Our team is there to welcome your clients from 8am to 8pm at the Scorpio Building, and from 8:30am to 5:30pm at the Thomas Building.

Both Business Office Services centers are located in pleasant premises that are well designed, welcoming, and above all practical.

For further information about our services and our locations, visit our website: www.boservices.lu

Contacts:

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www.boservices.lu

Scorpio Building

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L-2557 Luxembourg

Thomas Building

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