

# COST COMPARISON

KEYSTONE BUSINESS CENTRE		TRADITIONAL OFFICE SPACE	
Private Office Space	150'	Minimum Office Set Up	
Conference Rooms	625'	Total Square Feet	500'
Reception/Hospitality/Workarea	500'		
Total Square Feet	1250'		
Monthly Rent	\$525.00	Monthly Rent	\$625.00
Cost Per Square Foot	\$ 5.04	Cost Per Square Foot	\$ 12.00
<b>START-UP COSTS</b>			
Security Deposit	525.00	Security Deposit	\$ 625.00
Furniture Purchase	1500.00	Furniture Purchase	1500.00
Telephone System/sets	0.00	Telephone system/phones	1000.00
Telephone/Internet Installation Fee	\$ 205.00	Telephone/Internet Installation Fee	200.00
Signage	<u>\$ 40.00</u>	Signage	<u>150.00</u>
<b>TOTAL</b>	<b>\$2270.00</b>	<b>TOTAL</b>	<b>\$3475.00</b>
<b>KEYSTONE START-UP SAVINGS - \$1,205.00</b>			
<b>MONTHLY COSTS</b>			
150' Office	\$525.00	500' Office	625.00
2 Phone Line, 1 Rotary /voice mail	75.00	2 Phone Lines, 1 Rotary	125.00
Internet	45.00	Internet	55.00
Janitorial Service	0.00	Janitorial Service	125.00
Coffee, Tea, etc.	0.00	Coffee, Tea, etc.	25.00
Receptionist/Phone Answering	0.00	Receptionist/Phone Answering(\$9/hr)	<u>1530.00</u>
<b>TOTAL</b>	<b>\$645.00</b>	<b>TOTAL</b>	<b>\$2485.00</b>
<b>KEYSTONE SAVINGS - \$1,840.00</b>			
<b>OPTIONAL SERVICES</b>			
Secretary/Ad Assists	\$20.00	Secretary/Receptionists (18K yr.)	\$1,530.00
Benefits	0.00	Benefits (20%)	306.00
Office Equipment	100.00	Office Equipment Lease	350.00
Fax, Copier, etc. (as-used basis)	25.00	(Fax, Copier, etc.) supplies (paper, etc.)	50.00
<b>TOTAL</b>	<b>\$155.00</b>	<b>TOTAL</b>	<b>\$2,236.00</b>
<b>KEYSTONE SAVINGS - \$2,081.00</b>			

**KEYSTONE SAVINGS**  
**\$1840.00 PER MONTH - - - \$22,080.00 PER YEAR**