

# Co Working Space

You have set up your business and been working from home, but you feel you want to separate your home and work life. You are ready to take the next step but are conscious of cost whilst your business grows.

Having a dedicated desk in a Coworking space\* is ideal for those who want to keep costs down but prefer to feel like they have "colleagues".

## Coworking space:

- Dedicated desk in a specially designated office
- Heat, light, maintenance & cleaning included
- Manned reception to greet your clients
- Professional & friendly environment
- Business directory & website listing
- Use of break out facilities
- Discounted rates for meeting room hire (25% off normal rates)
- Invitation to networking & seminar events at WPE
- Dedicated Ultrafast fibre broadband / Wi-Fi
- Free Parking
- Telephony - dedicated local number and all telephone calls at local/national\*\* rates subject to a "fair use" policy

## Price: £199 + Vat per month

A fully refundable deposit of £199 is required.

\* Shared office location may be changed from time to time at the discretion of the management

\*\* Mobile, specialist and premium rate calls are chargeable

# Day Offices

Ever find yourself working in crowded coffee shops? Do you sometimes need peace & quiet away from your home to meet that deadline or just a private office setting to meet a client or associate?

Does your business have an agile working policy with most staff working from home? Do you sometimes need a face to face day rather than using online technology?

Are you an existing office client on the Wrest Park Enterprise campus who may sometimes need an additional private space for staff to work in or have 1 to 1 meetings?

## If so then our day office may be the answer!

It's a great solution for all businesses who do not require a permanent, full-time private office space. You get a fully furnished office, with a telephone and ultra fast broadband connection. We also have a manned reception to create a professional image when meeting clients. Parking is free and you get complimentary tea & coffee too!

**Our Day Office is available from 9am - 5pm, Monday to Friday at only £60 + VAT Per Day for 2 people. (any additional persons are an extra £30 + VAT)**

# Hot Desking

Hire a desk for as little as 4 hours at a time in our Hot Desk space and enjoy access to all of our superb facilities.

1. **Half Day Pass:** £10 + VAT

*Valid for 4 hours between 9am - 5pm*

2. **Full Day Pass:** £15 + VAT

*Valid for 8 hours between 9am - 5pm*

## Includes:

- Ultrafast fibre broadband & Free scanning
- Free onsite parking
- Access to Café and Breakout areas
- Access to kitchens
- Professional & friendly environment

