

BEDFORD HEIGHTS BUSINESS CENTRE

QUOTATION FOR OFFICE SPACE

SUBJECT TO CONTRACT

Date: 2nd July 2020

Unit No.	Unit 321
Size (sq ft)	663 sq ft
Rateable Value	c. £6500
Parking Allocation	Two spaces

Minimum 12 month lease:

Rent per sq ft p.a.	£13 psf pa	£ 8,619
Service Charge per sq ft p.a. (est)	£5.32 psf pa	£ 3,527.16
Building Insurance per sq ft p.a. (est)		£ 207.00
Electricity (estimate only)		£1326.00
Total cost per annum		£ 13,679.16
Cost per month		£ 1,139.93

Additional Costs:

Office Cleaning	£11.00 per hour
Photocopying	From 10p per copy
Conference Room Hire	Prices available on request Tenants receive a 10% discount on room hire charges

Telecoms and furniture not included

All prices subject to VAT