



BEDFORD HEIGHTS

BEDFORD HEIGHTS BUSINESS CENTRE

QUOTATION FOR OFFICE SPACE

SUBJECT TO CONTRACT

Date: 11th August 2020

Unit No.	Level 2, Unit 207
Size (sq ft)	500 sq ft
Rateable Value	£4,200
Parking Allocation	Two spaces

Minimum 12 month lease:

Rent per sq ft p.a.	£13.00 psf pa	£ 6,500.00
Service Charge per sq ft p.a. (est)	£5.32 psf pa	£ 2,660.00
Building Insurance per sq ft p.a. (est)		£ 160.00
Business Rates (estimate only)		£ 2,070.60
Electricity (estimate only)		£ 1,000.00
Car Parking	2 included	£ 0.00
Total cost per annum		£12,390.00
Cost per month		£ 1,032.50

Minimum 12 month lease with Small Business Rate Relief at prevailing rate:

Rent per sq ft p.a.	£13.00 psf pa	£ 6,500.00
Service Charge per sq ft p.a. (est)	£5.32 psf pa	£ 2,660.00
Building Insurance per sq ft p.a. (est)		£ 160.00
Business Rates (estimate only)		£ 0.00
Electricity (estimate only)		£ 1,000.00
Car Parking	2 included	£ 0.00
Total cost per annum		£10,320.00
Cost per month		£ 860.00

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
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Telecoms and furniture not included

All prices subject to VAT