



BEDFORD HEIGHTS

**BEDFORD HEIGHTS BUSINESS CENTRE**

**QUOTATION FOR OFFICE SPACE**

***SUBJECT TO CONTRACT***

Date: 11<sup>th</sup> August 2020

Unit No.	Level 3, Unit 312
Size (sq ft)	695 sq ft
Rateable Value	c. £5,700
Parking Allocation	Two spaces

**Minimum 12 month lease:**

Rent per sq ft p.a.	£13.00 psf pa	£ 9,035.00
Service Charge per sq ft p.a. (est)	£5.32 psf pa	£ 3,697.40
Building Insurance per sq ft p.a. (est)		£ 218.55
Business Rates (estimate only)		£ 2,810.10
Electricity (estimate only)		£ 1,390.00
Car Parking	2 Included	£ 0.00
Total cost per annum		£17,151.05
Cost per month		£ 1,429.25

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

Rent per sq ft p.a.	£13.00 psf pa	£ 9,035.00
Service Charge per sq ft p.a. (est)	£5.32 psf pa	£ 3,697.40
Building Insurance per sq ft p.a. (est)		£ 218.55
Business Rates (estimate only)		£ 0.00
Electricity (estimate only)		£ 1,390.00
Car Parking	2 Included	£ 0.00
Total cost per annum		£14,340.95
Cost per month		£ 1,195.08

**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*