



## The Old Boot Factory Serviced Offices

### Schedule of Services

36 Cordelia St, South Brisbane 4101 Ph: 07 3214 6812

\* please note all costs are GST exclusive and are subject to change without notice

Rent - paid per calendar month in advance	6 month agreement	2 to 5 month agreement
monthly rent - Suite 1		leased
monthly rent - Suite 2		leased
monthly rent - Suite 3		leased
monthly rent - Suite 4	\$550/month + GST	\$660/month + GST
monthly rent - Suite 5		leased
monthly rent - Suite 6	\$550/month + GST	\$660/month + GST
monthly rent - Suite 7		leased
monthly rent - Workstation 1		leased
monthly rent - Workstation 2		leased
monthly rent - Workstation 3		leased
monthly rent - Workstation 4		leased
monthly rent - Workstation 5		leased
monthly rent - Workstation 6	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 7		leased
monthly rent - Workstation 8		leased
monthly rent - Workstation 9		leased
monthly rent - Workstation 10	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 11	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 12	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 13		leased
<b>Bond required</b>		
	1 month's rent	
<b>Services Included</b>		
Business Address		✓
Daily Mail Distribution		included
Greeting of Visitors	8.30am to 5.30pm M-F	
Private Lock Up Office		✓
24hr Access		✓
Phone line rental		✓
Telstra Fibre Optic Internet	up to 20GB/mth included	
Tea & Coffee		✓
Lighting and Cleaning		✓
Air Conditioning		✓
Electricity		✓
<b>Telephone *</b>		
Line Rental		included in rent
Local		\$0.15 per call
STD		\$0.12 per minute
mobile		\$0.33 per minute
<b>Board Room Hire</b>		
Per Hour		\$30 (min charge)
1/2 day		\$130
full day (9 hrs)		\$200
After Hours		by negotiation
TV Display		\$100
<b>Services offered</b>		
Postage		Aust Post Rates
Couriers		at cost + 25%
Sending & receiving faxes		\$1.00 per page
Printing/copying B&W		5c per page
Printing/copying Colour		50c per page
Telephone Answering		provided by 3rd Party Service
Design with MS Publisher		\$30/30mins or part thereof
Word Processing		\$30/30mins or part thereof
Mail Merge Marketing		\$30/30mins or part thereof
Data with Excel		\$30/30mins or part thereof
Binding		\$5 per booklet
Assistance with scanning		\$2.00/page
Assistance with emailing		\$2.00/email
PDF creation		\$2.00/page
Building Directory Signage		\$30/metal placard

#### Carparking is available nearby:

**Street Parking - 2-4hr inner city limit - metered parking**

**Cultural Centre:** Call 3840 7103 for latest prices and info

**Convention Centre:** Call 3308 3000 for latest prices and info

**SW1 (cnr Cordelia St & Russell):** Call 1300 727 483 for latest prices and info

**Get Parked:** Call 0411 282 368 or visit [www.getparked.com.au](http://www.getparked.com.au)