



## The Old Boot Factory Serviced Offices

### Schedule of Services

36 Cordelia St, South Brisbane 4101 Ph: 07 3214 6855

\* 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	leased	
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	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 8	leased	
monthly rent - Workstation 9	leased	
monthly rent - Workstation 10	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 1 300 727 483 for latest prices and info

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