



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	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 3		leased
monthly rent - Workstation 4		leased
monthly rent - Workstation 5		leased
monthly rent - Workstation 6		leased
monthly rent - Workstation 7		leased
monthly rent - Workstation 8	\$290/month + GST	\$348/month + GST
monthly rent - Workstation 9		leased
monthly rent - Workstation 10		leased
monthly rent - Workstation 11		leased
monthly rent - Workstation 12		leased
monthly rent - Workstation 13		leased
Bond required		
	1 month's rent	
Services Included		
Business Address		✓
Daily Mail Distribution		included
Greeting of Visitors	8.30am to 5.00pm 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		✓
Telephone *		
Line Rental		included in rent
Local		\$0.15 per call
STD		\$0.12 per minute
mobile		\$0.33 per minute
Board Room Hire		
Per Hour		\$30 (min charge)
1/2 day		\$130
full day (9 hrs)		\$200
After Hours		by negotiation
TV Display		\$100
Services offered		
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