



What you get ... for \$309 per person, per week

- Full-time receptionist — phone answered in your company name
- Workstation (choice of designs and locations), ergonomic chair, shelving and storage
- Use of three meeting rooms, reception area and lounge
- A4 & A3 laser printers, data projector, all-in-one digital copier, scanner and facsimile, CD and DVD burner
- Kitchen with filtered water, fridge, microwave, dishwasher, cutlery and crockery
- Real coffee, selection of teas, fresh fruit and daily newspapers
- Cleaning, rubbish removal and paper recycling
- Alarmed office, security building, electronic swipe keys
- The Ark's QVB post office box, daily mail collection and postage service
- Signage in foyer on Level 2

How the Ark is a different type of serviced office ...

Space The Ark has been designed as an open plan studio-style workspace by architects who also work here. Serviced offices typically charge by the office, varying in size and if it has windows. The Ark charges by the workstation, making it more flexible.

Internet Access The Ark offers unlimited access to high-speed business broadband via 2m/384K ADSL permanent connection for \$50 a month. The Ark has 100% wireless network coverage.

Telephones The Ark has a sophisticated hybex digital telephone system. The cordless Siemens DECT handsets make it easy to move about the Ark's 400sqm space.

Printing The Ark has a selection of networked, high speed laser printers, (single and double sided), plus a colour printer. Many other serviced offices do not provide networked printers and all charge a fee for printing.

Take Advantage of the all-in-multifunction printer, scanner and facsimile, receive

your faxes via email, scan your documents to pdf then email rather than faxing or simply scan important documents for safe keeping.

Virtual Private Network access gives you added flexibility, for only \$70 per month the VPN allows you to connect to any of your computers at the Ark when you are away from the office or working at home simply by connecting to the internet.

No hidden costs for a fee of \$60 a month, The Ark includes many items such as digital photocopying and laser printing, basic stationary supplies, and the use of meeting rooms which usually incur additional charges at other CBD serviced offices. We understand that people like to know their monthly costs, rather than be charged for every sheet of paper or cup of coffee – all the small costs can really add up.

Costs

The Ark's pricing is designed in a simple, all inclusive way, allowing tenants to focus on their business.

For \$1,500 per month (less for 2+ people), you get a workstation, digital cordless telephone and full reception service. You have unlimited access to broadband internet and printing and photocopying is included, as are things like data projector, CD burner and scanner. Your mail will be collected and posted, and couriers organised. You may use the meeting rooms at no extra cost, plus the kitchen and lounge. Help yourself to real coffee, fresh fruit and read the newspapers. You have 24/7 security access. Your only other costs are phone calls (at the Ark, the cheapest in Sydney), and couriers and postage, which are all services provided at cost to tenants.

Fixed monthly costs, per person...

• Rent* - monthly in advance	1,340.00
• Internet access fee	50.00
• Telephone - dedicated ISDN phone line	70.00
• Consumables - copy paper, toner, equipment maintenance, stationery, coffee, fruit, flowers, etc.	70.00
TOTAL	1,530.00

*Discounted rates apply for multiple workstations.

Variable Monthly Costs...

• Local Calls are charged at 0.25 per call. Calls to **mobiles, STD** and **ISD** are charged at cost. The same rates apply to facsimile charges.

Establishment costs, per person...

• Phone system - establishment fee includes personalised phone programming for first phone (\$80 for additional phones)	150.00
• Security - swipe card and keys	60.00
TOTAL	210.00

Refundable deposits, per person...

• Bond - 1 month rent	1,340.00
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Optional bonds and costs...

All prices are GST exclusive and valid to 31st July, 2010

• Cordless DECT Telephone Bond - refundable on exit	400.00
• Signage - ground floor foyer, \$350 for 12 months, then \$120.00 pa	350.00
• Facsimile - dedicated ISDN line, per month	70.00
• VPN- Virtual Private Network Access, per month	50.00