

# DBH Gateshead

**DBH**  
Serviced Business  
Centres Ltd



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**DBH Gateshead**

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## DBH Gateshead

Aidan House offers high specification newly refurbished offices with the advantage of an out of town location. The centre benefits from a highly accessible situation with on-site parking. Blessed with fantastic views across the region, close proximity to the Gateshead Quays development and a short distance from Newcastle city centre, Aidan House provides organisations with a great facility to operate from.

The centre has been built with flexibility and suitability in mind and provides a variety of accommodation to facilitate all your businesses needs on the most economical basis.

The centre can accommodate organisations looking for 1 to 400 workstations. We have four meeting rooms and training facilities on site.

### The Location

Aidan House is located approximately 1 mile from Newcastle City Centre with good access to the A1 and A19 with good local amenities and convenient transport links. Aidan house is within walking distance from Gateshead shopping centre and is next to a Tesco superstore.

The centre has the benefit of being an equal distance between the Gateshead Central and Gateshead Stadium metro stations, just one metro stop from the well served Newcastle train station.

- Self contained secure site within short distance from Gateshead town centre
- Highly accessible location with good access provided by A1 and A19
- Convenient bus links into Newcastle and for the surrounding areas
- Located between Gateshead Central and Gateshead Stadium metro stations
- Close proximity to local shops, amenities, Tesco, restaurants & forecourt facilities

## High Specification Serviced Offices

Aidan House offers newly refurbished office space to a high specification. The accommodation is spread over 8 floors with suites ranging from 100 to 5,500 sq ft meaning that the centre can accommodate organisations of virtually any size (1 workstation up to 400).

All offices benefit from the outstanding views across the region and are furnished to a high standard. All suites benefit from data cabling, broadband and telecoms being available on occupation and a highly professional front of house reception service.

### Terms

All accommodation is provided on flexible "all inclusive" licences with high specification furniture and telephone equipment. Terms are primarily offered on a monthly basis with options to extend where appropriate. Tailor made packages can also be created to suit individual client needs.

### Features

All accommodation benefits from:

- On-site parking
- 24/7 access
- Call answering & reception services
- On site management team
- Access to meeting rooms
- State of the art telephony
- High speed internet connectivity
- Cat 5 cabling
- Excellent business community
- Easy in easy out licence agreements

## DBH Office Licence Fees Include:

### Set Up Costs

#### Office

- Furniture
- Power/lighting installation
- Furnishings (carpet/painting/blinds)
- Partitioning
- Security/Fire alarm
- Keys

#### Kitchen

- Units & installation
- Equipment
- Consumables

#### Reception/Common areas

- Furniture
- IT
- Pictures
- Plants
- Fire extinguishers

#### Meeting room(s)

- Furniture
- Pictures
- Plants

#### Telecoms

- System purchase
- Data cabling & equipment
- Installation, programming & training

#### Professional fees

- Solicitor
- Surveyor

### Running Costs

#### Landlord

- Rent
- Service Charge
- Building Insurance

#### Council

- Business Rates

#### Cleaning/Refuse

- Waste disposal
- Cleaning contract
- Window cleaning
- Sewerage

#### Telecoms

- Line rental
- System maintenance

#### Security

- Alarm maintenance
- Monitoring/Callout service

#### Utilities

- Water
- Electricity
- Gas

#### Repairs & maintenance

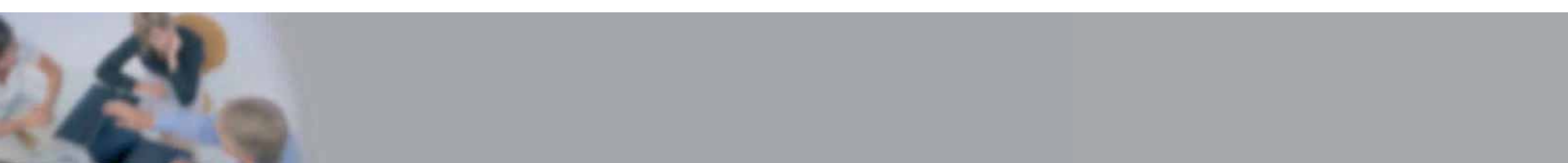
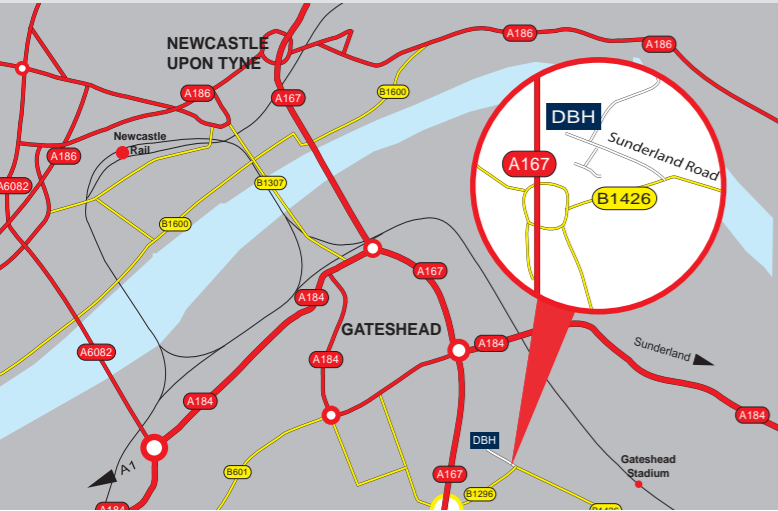
- Contractor labour costs
- Materials & consumables

#### Staffing

- Telephonist/Receptionist/Secretary
- Office manager time
- Accountant administration
- Recruitment fees/Staff on costs
- Staff training

#### Car parking

- Parking charges
- Parking rates



## Additional Products & Services

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### Offices by the day

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Should a client wish to meet you at your premises, we can provide you with a fully furnished office or room on a daily basis. This is an ideal option for home workers who need to create the right impression with their customers but do not need a permanent office. Each office would normally be provided with:

- 1 desk
- 2 visitor chairs
- Telephone
- Broadband connection
- Use of reception service

Different furniture can be provided (if available in the centre) to suit your needs, whether you are using the room for a financial consultation with a customer through to a more personal consultation with a patient.

### Meeting Room Hire

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We have meeting room facilities that can be hired on an hourly, 1/2 day or daily basis. The rooms can be set out in a number of different ways and can be used for:

- Interviews
- Board meetings
- Training sessions
- Presentations

Our facilities can be hired by customers with offices in our centres and organisations from outside the centre.

Meeting room hire on an hourly, 1/2 day and daily basis is more economical than rooms charged on a per delegate basis.

A number of catering options are available in addition to the normal tea/coffee/water refreshments.

### Virtual Office

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Our Virtual Office service is ideal if you want to create the impression that you have an office but don't actually need one. It is also useful if you need to create a regional presence.

The service is also great if you need someone to take calls for you during business hours when you are occupied with client meetings, supplier meetings, paperwork and all those time consuming tasks you perform in keeping your business running.

With a Virtual Office, we provide you with a telephone number and either answer the calls in your business name or forward them directly to you. The service also provides you with the ability to use our address for your post.

If you do not need the call answering element of the service, then we can just provide you with a mailbox for receipt of your post.

### Broadband

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We have a range of Broadband packages designed to suit the needs of you and your business. Please see the enclosed/attached leaflet explaining exactly what we can provide.

### Administration & Support

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Secretarial support and administration services are available from our professionally trained on site team. Whether you need a letter typed, a mailing sent out or some administrative work undertaken, our staff are ready and willing to help.

#### Misdescription Act

The agents on their behalf and for the sellers or lessors of this property whose agents they are, give notice that: (i) The particulars are set out as a general outline only for guidance of intending purchasers or lessees and do not constitute, nor constitute part of, an offer or contract. (ii) All descriptions, dimensions, references to condition and necessary permissions for use and occupation, and other details are given in good faith and are believed to be correct, but any intending purchasers or tenants should not rely on them as statements or representations of fact, but must satisfy themselves by inspection or otherwise as to the correctness of each of them. (iii) No person employed by the agents has any authority to make or give any representation or warranty whatever in relation to these properties.

SUBJECT TO CONTRACT. Published April 2009.

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