

DBH Nottingham

DBH
Serviced Business
Centres Ltd



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DBH Nottingham

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DBH Nottingham

DBH House is a classic 1970s building which has been refurbished to a high standard and is located at the apex of Burton Road and Station Road. The centre benefits from a retail precinct and car park to the rear of the accommodation and a large Tesco to the front. DBH House provides all of the convenience of city life without the issues of the city centre's one-way system.

Our fully furnished office space can accommodate organisations requiring between 1 and 157 people (75 – 12,340 sq ft). Whether you require a small informal environment for staff appraisals or a large boardroom style for high-level corporate events we can provide meeting room facilities for both our internal and external customers which can be hired on an hourly or daily basis.

Our many visitors are always pleasantly surprised at the warm, helpful and professional service they receive from our Centre staff and even more surprised by the high standards of the offices available on flexible terms.

The Location

DBH House is 2.2 miles from the city centre. In addition to avoiding the nightmare of city driving, DBH House has free car parking to the rear of its precinct.

For the greener spirited there are two major bus routes with stops adjacent to the building with buses running every ten minutes during the day, as well as Carlton train station only a few minutes walk from our front door.

- Highly accessible location to the East of Nottingham
- Self contained site that benefits from local amenities on the doorstep

- Convenient bus links to the city centre
- Train station within walking distance
- Free parking to the rear of the accommodation

High Specification Serviced Offices

Our offices are fully furnished including desks, chairs, telephone handsets and telephone lines. With our on-site Cat 5 Comms system, we are ready to get you up and running at a moments notice.

Our daily cleaning service and meeting room facilities ensure that you project a professional, polished image to your visitors.

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 & security monitoring
 - Call answering & reception services
 - On site management team
 - Access to meeting rooms
 - State of the art telephony
 - High speed internet connectivity

DBH Office Licence Fees Include:

Set Up Costs

Office

- Furniture
- Power/lighting installation
- Furnishings (carpet/painting/blinds)
- Partitioning
- Security/Fire alarm
- Secure entry access cards

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

- Air conditioning servicing
- Contractor labour costs
- Materials & consumables

Staffing

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

Car parking

- Permits can be arranged through the Centre staff



Additional Products & Services

Offices by the day

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

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

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

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

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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