

## Rent-a-desk @ The Innovation Centre

Innovation Centre to the rear of Conyngham Hall Business Centre, Knaresborough, HG5 9AY



- **FIRST MONTH RENT FREE** thereafter £199.75pcm (inclusive of VAT)
- Workstation includes: Desk, Chair, Drawers, and Telephone line
- Flexible Licences – initial 3 mth term, thereafter determinable on 1 mths notice
- Shared use of all Conyngham Hall Business Centre Facilities

Note: The Council of the Borough of Harrogate gives notice that these particulars do not constitute any part of an offer or contract, that all elements contained in these particulars as to this property are made without liability and are not relied upon as statements of fact, and they do not make any representation or warranty whatsoever, in relation to this property. An interested offerer must satisfy him/himself by inspection or otherwise as to the correctness of each statement contained in these particulars.

Information available in other formats upon request.

## What does it look like?



## What do the Council provide?

Licence	A licence with an initial 3 month term will be offered, thereafter either party may determine on 1 months notice
Workstation	The workstation will consist of: <ul style="list-style-type: none"> <li>• <b>Desk and chair</b></li> <li>• <b>Storage Drawers</b></li> <li>• The installation of one <b>telephone line</b> ready for Telephone and Broadband use (if required)</li> <li>• A key for the office and entrance gate</li> </ul>
Rights	The licensee will have: <ul style="list-style-type: none"> <li>• The right to use Conyngham Hall /Innovation Centre as a <b>business address</b></li> <li>• The right of <b>24 hour access</b></li> <li>• <b>Use of</b> the common areas within Conyngham Hall and the Innovation Centre, including use of the <b>toilets, showers and kitchen facilities</b> as designated by the Council</li> <li>• The <b>ability to book the small meeting room</b> situated on the ground floor of Conyngham Hall (seating for approx. 6 people) for <b>up to 4 hours @ £12.95 per hour</b>, although the <b>first 2 hours are free of charge</b>.</li> <li>• The ability to book any of the <b>3 ground floor conference rooms</b> within Conyngham Hall at a <b>15% discount</b> on the first room hire charges and at a <b>25% discount</b> on any hire charges for additional rooms booked at the same time</li> </ul>

Business Rates	The Council will pay all business rates due on the property
----------------	---

### **What must You pay for?**

Licence Fee	You are required to pay a monthly licence fee of £170 + VAT at the prevailing rate (currently 17.5% - therefore a total payment of <b>£199.75pcm</b> )
Contents Insurance	The Licensee is required to cover their own contents insurance

### **What may You also like to pay for?**

Broadband & Telephone	The Council will as required install 1 analogue line to your workstation capable for broadband and telephone use. To activate Broadband you must enter into a contract with an Internet Service Provider (ISP) of your choice and pay their monthly rates as agreed. If you also wish to use the line for telephone purposes you will be charged monthly by the Council.
Parking	No parking is designated with the workstation, however there is a pay and display car park a short walk away, which you can pay to use on an ad hoc basis or buy a permit for – for example a permit for use Mon – Fri currently costs £15pcm. Should you wish to obtain one please contact our Parking Services department on 01423 556622 or visit our website: <a href="http://www.harrogate.gov.uk/harrogate-1314">www.harrogate.gov.uk/harrogate-1314</a>

### **Who to contact to arrange a viewing or discuss terms?**

<p>To arrange a <b>viewing</b> and discuss the <b>day to day running</b> and <b>facilities offered</b>, please contact:</p> <p><b>Sarah Davies – Acting Facilities Manager</b>  Conyngnam Hall  Knaresborough HG5 9AY</p> <p>Direct Line: 01423 799000  Email: <a href="mailto:sarah.davies@harrogate.gov.uk">sarah.davies@harrogate.gov.uk</a></p>	<p>To discuss <b>licence terms</b>, please contact:</p> <p><b>Emma Guy – Estates Surveyor</b>  Harrogate Borough Council  Knapping Mount  West Grove Road  Harrogate HG1 2AE</p> <p>Telephone: 01423 556028  Email: <a href="mailto:emma.guy@harrogate.gov.uk">emma.guy@harrogate.gov.uk</a></p>
---	--

For further information see [www.cony-hall.co.uk](http://www.cony-hall.co.uk)