



Co-working & Collaboration Space
WHANGANUI

The *AND* Connection

The purpose of the Common Room is simply:

*“Making goodness by connecting people **AND** growing businesses”.*

It is not a third bedroom at home converted into office space. It is though a space and a place for getting good work done with others around you in the middle of town and Hawthorne Coffee about 30 steps away. It is also a place to collaborate, fuel ideas, have coffee meetings, and network.

As a tenant of The Treasury you are part of a special place in Whanganui – right in the heart of this great (small) city.

Desk Space Summary

Pricing

Space type	Price for the space
Hot Desk	\$30 / day +gst
Permanent Desk	\$395 / month +gst (monthly agreement)
Permanent Desk	\$350 / month +gst (1 year agreement)

Includes:

- ∞ Unlimited ultra-fast broadband
- ∞ A dedicated desk and chair
- ∞ Power & utilities
- ∞ Carpark available (~\$20 / week)

Note:

- 1 week free trial
- A printer will be supplied at a later date for permanent desk users at a rate of \$15 / month plus pay per page (at cost of paper and ink).

Terms of Trade (Desk Space)

- ∞ **Normal Opening Hours:** Monday to Friday, 8am until 5pm. 24/7 by arrangement.
- ∞ **Payment Terms:** Payment of the account balance by direct debit (paid in advance)
- ∞ **Hot desk:** Bookings up to the day before (availability not guaranteed)

Payment terms

- ∞ Payment of the account balance by direct debit
- ∞ To pre-approved customers payment by direct credit required within 30 days of the invoice date.
- ∞ Outstanding account balances will be subject to an administrative fee of 5% per month or part thereof.
- ∞ Debt collection will commence at 30 days from the invoice due date. Any costs incurred in this collection will be added to the bill.
- ∞ All prices exclude GST unless otherwise specified.

Cancellation

- ∞ Cancellation of membership with four (4) weeks notice.

Agreement

By signing below, I agree to the terms described above.

Co-worker Tenant:

Name: _____

Number of desks: _____

Organisation: _____

Signed: _____

Date: _____

Landlord:

Name: _____

Organisation: Common Room

Signed: _____

Date: _____