

What's included in your Licence Fee?

BOURNE HOUSE



All this is covered in your one off inclusive price:

Comms

- Internet connection provided free of charge.
- Cat 5e cabling throughout.
- Router and switches supplied as required.
- IT Support.

Telephones

- Free outbound and incoming calls including mobile and overseas.*
- Handsets.
- Free DDI Number.
- Call answered in your company name alongside a message taking service.
- Free Voicemail Facility.
- Free click and dial software.
- Free Business phone at home.
- Soft phone and smartphone apps available.

Insurance

- Your Building Insurance is included in your Licence Fee.

Business Rates

- Your business rates are included in your Licence Fee.

Utilities

- All your utility costs (Water, Gas and Electrical) are included in your Licence Fee.

Air Conditioning

- All Offices are individually air conditioned, which is controlled within each office.

Post

- Your post will be collected from the Post Office and sorted, in some cases they are delivered to your office. Post is collected by Royal Mail from reception in the late afternoon.
- Franking service available.

Cleaning and Maintenance

- Your Office and the common areas will be cleaned on a daily basis.
- We provide an onsite Maintenance team with a 24 hour service.

Use of common areas

- You will have unlimited use of the common areas (Café, toilet and shower facilities).
- Free tea & coffees, toast in the morning and biscuits in the afternoon.

Furniture

- We will provide office furniture including desks, chairs, filing cabinets, shredders and your stationary pack.

Access

- The offices are all 24 hour access.

Meeting Rooms

- You will receive 1.5 Hrs per workstation per month Free use of our on site meeting rooms.

Parking

- Onsite parking & Visitor parking. Whyteleafe South is the nearest train station and is around a five minute walk from Bourne House.

Reception

- Manned Reception and personalised call answering in your Company name.
- Meet and greet service for your visitors.

Set up costs

- Dexter House Ltd does not charge any set up costs for new customers.



*see Fair usage policy