TECHNOLOGY CENTRE FRAMLINGHAM

Our new co-working space:

FRAMFLEX
WORK YOUR WAY
GROW YOUR WAY

Tel: 01728 726 500 Email: team@t-centre.co.uk
www.framlinghamtechnologycentre.co.uk

TIMESHARE BOOKING FORM FOR FRAMFLEX

Please complete the form below and email to team@t-centre.co.uk

CONTACT DETAILS

Contact name:	Contact number:
Email address:	
Your position or title:	
Address and postcode:	

BUSINESS DETAILS

Company name:
Primary Company / Trading name(s):
Registered Company Address:
Description of work:
Company URL:

Framflex Timeshare

£190.00 per month
one day per week usage

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TERMS AND CONDITIONS

FTCL Obligations

To provide:

- Office space on a fixed and regular day per week basis or multiples thereof, 4 days per month being the minimum.
- Refreshments, reception support, parking and fast Wi-Fi – dedicated fixed connection and firewall available as extra.
- Access to the premises between the hours of 08.30 – 17.00 Monday to Friday excluding Bank holidays.
- Use of facilities such as meetings rooms, printing and scanning at discounted rates per FTCL's current price list.
- Basic furniture such as two desks and chairs.

Customer obligations

- To use the facilities in a sympathetic manner taking in to account this is a shared working environment.
- Provide accurate contact information to allow FTCL to hold details for security, safety, and marketing purposes.
- Pay FTCL's fees as and when due and any additional charges as requested.
- Ensure that no nuisance is caused to other Customers or Staff.
- To remove all personal belongings at the end of each day

Terms - Both parties agree that

- This agreement is personal to the Customer and may not be transferred to any other name, person or organisation without prior agreement of FTCL in writing.
- Duration is 12 months with 3 months' notice either way unless the Customer breaches its obligations above
- FTCL reserves the right to change office location depending on demand
- This agreement is a License not a tenancy as defined by the LTA

BILLING DETAILS

Membership is paid for by Direct Debit only

Billing name, if different:
Billing email, if different:
Date to begin Framflex:

Please read the relevant terms and conditions before signing this agreement

If you are emailing this form please also send a signed copy through the post

Signed:	Date:
Signed (on behalf of FTCL):	Date:

If you would like to discuss virual tenancy further, or even would like a tour of the Technology Centre and all it has to offer, please contact us on reception and we will be happy to help.