

SERVICES CHARGES that are included within Collins Group lease at 3 Vigo Place WS9 8UG are as follows:

1. Building Rates
2. Water Rates
3. External Building maintenance
4. Fire alarm & fire extinguishers maintenance & regular compliance testing.
5. Building, intruder alarm system with tenant's own coded entry & access.
Guard Attendance on site on activation out of hours 24/7
6. Buildings insurance
7. Tenants common use of kitchen facilities
8. Cleaning & upkeep of common use toilet facilities
9. Common Space cleaning
10. Provision of 2 designated car parking spaces TBA
11. Provision of Meet & Greet reception & internal post box
12. **HEAT** > Building & let offices
13. **LIGHTING** > Low energy `LED` style
14. **ELECTRICITY** > Standard 13 amp supply [within usual office consumption]
15. **16 Seat Meeting Room** with widescreen display for visual presentations,
by appointment with 48 hrs notice charged hourly
16. On Site `Maintenance Staff`
17. **24/7 access** via own building key & dedicated alarm area code
18. Catering Facility & buffet service available on request