



the heart of the capital

London - Centre Point



tradition with a modern edge

Located at the heart of the West End, Centre Point is one of the city's most iconic structures. Perfectly positioned for some of London's most famous business and leisure facilities, Centre Point has Soho, Oxford Street, Covent Garden and London's vibrant cultural scene on its doorstep.

Its central location provides access to the whole of London and beyond, whilst its conferencing facilities, stunning views and restaurant make it ideal for entertaining.

"Attention to detail is at the heart of your business and whatever the size or style of your requirement, Targetspace will exceed your expectations."



straight to work

Targetspace offer offices:

- **Up and running within 24 hours**
- **Unbranded**
- **Fully flexible service**
- **No hidden costs**
- **No set up fees**
- **24 hours access**
- **Plug and go IT and telecoms packages - from £49 per desk**

At Targetspace we see ourselves as a boutique style of operation, providing additional business support services to ensure clients can focus on their day to day business. Services range from assistance with mail shots, booking couriers, taxis to taking care of dry cleaning. We also have a comprehensive stationery supply available at excellent rates.

Targetspace Virtual Offices provide a cost-effective, risk-free alternative to physical office space. With premium business addresses, call answering, administrative support and use of meeting rooms, your business will benefit from a professional image without the expense or overheads associated with dedicated office space.

Targetspace provide businesses with both fully-serviced office space and virtual offices in this prominent West End location.

support services

For the times when you need assistance, the Targetspace team are on hand to help. Whether it's creating a tricky database, finishing that pile of photocopying, or hanging the new notice board - our technical, administrative, and maintenance teams are only a phone call away.

meeting rooms

Conveniently located at the heart of the West End and close to the City, Centre Point is the perfect setting for all your business meetings. The contemporary, stylish meeting rooms provide ample space for up to 12 guests and are available to hire on an hourly basis. And with high-speed internet connection and WiFi, LCD projectors, and screens and a full catering service from the Targetspace team available, its not just the location thats convenient.

Meeting room rates

6 Person Room	Hour rate £40.00	Day rate £360
10-12 Person Room	Hour rate £55.00	Day rate £440

The above rates are for Monday to Friday excluding public holidays. We can also arrange evening and weekend availability with prior notice. Please call us to discuss your requirements. All prices are subject to change and exclude VAT.

For full terms and conditions visit www.targetspace.co.uk

Other services

Internet connection	LCD	Flip Charts
Free of charge	£20.00 per hour	1st pad free, £5.00 thereafter



equipped for success

Targetspace equips your business with everything it needs to flourish. We'll take care of the rent, rates, utilities, your reception services and insurance; provide you with all the furniture you need; and look after your security and cleaning.

All these costs are included in your monthly service charge, so you can spend more time with your clients and less time doing tedious administration.

Add to that our world class IT and communications systems, and you're all set for success.



"Whatever your business or budget, Targetspace can provide a tailored service to help your company thrive."

IT & telecoms

With an increasing reliance on IT and telecoms infrastructure, technology is central to today's business environment. Targetspace provides the most resilient and cutting edge solutions available, with significant emphasis placed on creating 'intelligent' buildings, ensuring you are liberated from the pains of managing your IT and free to focus on running your business.

You can choose from two 'plug and go' desktop packages created to suit businesses of all sizes. The standard Business Pack includes a 1Mb/s ADSL internet connection, direct dial telephones and free initial setup. Choose the Executive pack and you'll also benefit from video conferencing, free local and national calls, voicemail to email, helpdesk support and unlimited technical project management during your move ensuring a smooth transition to Targetspace. Whichever package you choose, your IT system will be up and running in no time at all.



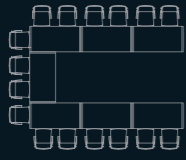
packages & rates

	Business Pack	Executive Pack
Internet		
Speed (download)	1 Mb/s ADSL	2Mb/s SDSL
Managed LAN	Y	Y
Internet failover	N	Y
Video & web conferencing account	N	Y
Telecoms		
Latest full screen handsets	Y	Y
Direct dial (DDIs)	1 per desk	Unlimited
Free local & national calls	N	Y
Company fax line	N	Y
Unlimited adds / moves and changes	N	Y
Voicemail to email	N	Y
Free audio conferencing	N	Y
Support		
Initial configuration and setup	Free	Free
Move in technical project management	1 hour	Unlimited
IT helpdesk support	N	Y
Price (per desk)	£49.00	£89.00

For those with more complex IT needs, Targetspace offers a range of additional solutions and expertise. From dedicated internet connectivity at up to 100 Mb/s and managed firewalls through to server co-location we have the answers to your specific IT requirements.



theatre



u-shape



boardroom

conference rooms

Day Delegate Packages (minimum 10 people)

Full day rate £55.00 per person

Half day rate £31.50 per person

Includes:	Hire of single conference room	Arrival tea, coffee and pastries
	Mid-morning tea, coffee and biscuits	Sandwich lunch
	Mid-afternoon tea, coffee and biscuits	Pens and notepads
	Sweets and mints	A flipchart and marker pens
	LCD data projector, DVD and screen	Still and sparkling mineral water

	Boardroom	Theatre	U-Shape	Classroom	Reception
Conference Room 181	14	24	12	12	50 max.
Conference Room 182	12	16	12	12	30 max.
Conference Room 183	12	16	12	12	30 max.
Conference Room 184	12	20	9	12	30 max.
2 Conference Rooms	24	50	14	24	80 max.
3 Conference Rooms	32	75	22	32	160 max.
4 Conference Rooms	40	100	38	-	160 max.

Additional Conference Rooms

Hire of double conference room £120 Additional Cost (Minimum of 15 people)

Hire of triple conference room £180 Additional Cost (Minimum of 20 people)

Hire of all four conference rooms £240 Additional Cost (Minimum of 30 people)

Cabaret style available, please call 0203 102 5100 to enquire.

The above rates are for Monday to Friday excluding public holidays. We can also arrange evening and weekend delegate packages. Please call us to discuss your requirements. All prices are subject to change and exclude VAT. For full terms and conditions visit www.targetspace.co.uk

audio visual

Conf. Room 181/182/183 Equipment	Full day £50	Half day £25
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Includes: DVD/VCR player and mobile LCD data projector
1.5m square projection screen

Conf. Room 184 Equipment	£60	£30
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Includes: Wireless lapel and roving microphone
DVD/VCR player
1.6m projector screen with ceiling mounted LCD projector
In-built audio with ceiling mounted speakers (additional speakers in Conference Rooms 181/182/183 controlled from Conference Room 184).

Other services

Flipchart and pens
£12 for full day £5 for a half day

Photocopying per sheet
£0.50 colour £0.10 mono

UK fax top sheet
£1.00 and additional sheet £0.70

Transparencies per sheet
£0.70

Telephone calls
Local and national unlimited and free of charge
International calls are itemised and charged

Video conference phone
Variable competitive packages to suit use

High speed internet connection
Variable competitive packages to suit use

Email printouts
£0.10 per sheet

All rates are exclusive of VAT



food

Working Breakfast

Continental Breakfast

Selection of mini pastries (croissant, chocolate, raisin). Fresh fruit platter with a selection of seasonal fruits **£6.25**

Pastries

Selection of mini pastries (croissant, chocolate, raisin) **£2.50**

Healthy Choices

Luxury muesli with fruit compote or honey **£4.50**

Fresh fruit salad or fruit platter with pineapple, mango, strawberries, blueberries and melon **£5.50**

Working Lunches

Sandwich Lunch

Two rounds of freshly cut gourmet sandwiches

Hand cooked potato crisps

Fruit platter with a selection of seasonal fruits **£5.95**

Executive Sandwich Lunch

One and a half rounds of freshly cut gourmet sandwiches

Hand cooked potato crisps

Fruit platter with a selection of seasonal fruits

Selection of cheeses with savoury biscuits **£7.95**

Working Buffet

One round of freshly cut gourmet sandwiches

Hand cooked potato crisps

Three varieties of finger food (two of each per person)

Fruit platter with a selection of seasonal fruits **£10.50**

Finger Buffet

Six varieties of finger food (two of each per person)

Fruit platter with a selection of seasonal fruits **£11.75**

Fork Buffet

Minimum of 10 people

A choice of meat, fish and vegetarian main course dishes. Three salads, warm bread. Fruit platter with a selection of seasonal fruits **£12.50**

Extras

Nibbles

Hand cooked potato crisps **£0.95**

Marinated olives **£1.00**

Roasted and salted nuts **£0.95**

Canapés

A wide variety of hot and cold canapés is available and can be tailored to your event: please contact us for more details **£9.95**

All prices are subject to change and exclude VAT.

virtual offices

Targetspace's virtual office solution provides a professional image for businesses that don't need a permanent base. Whether you are based from home, on the road or overseas, the virtual office packages give you a low-risk, cost-effective alternative to a physical address.

Advantages include:

- Up and running with a London number in less than 24 hours
- Dedicated office support without the cost of an office
- Never miss a call when you are on the other line or in meetings
- Use a meeting room or book an office by the hour
- Expand your business into new markets without the risk
- Setup mailing response address
- Access email and voicemail over the internet.

There are three packages available and with prices starting from just £15 you need never miss a call.

from
£15
a month

Telephone Number

With calls direct to your mobile or a designated telephone number, the Telephone Number package starts from just £15 a month and includes a London number and access to administrative support.

from
£60
a month

Mailing Address

From £60 a month Targetspace provides a professional business address with mail forwarding on a daily basis to a designated address. Users can also benefit from access to Centre Point's meeting rooms and business services.

from
£125
a month

Full Service

Targetspace provides a full virtual office service from £125 a month including call answering and forwarding, a Centre Point address with daily mail forwarding, complimentary use of meeting rooms for two hours a month and the use of business services. In addition, you'll have access to meeting rooms across all Targetspace centres.

other centres



70 St. Mary Axe - City of London

Proudly standing near the Swiss Re building, St Mary Axe provides sought after office and meeting space in the City. These professional facilities are in an ideal location to create the perfect home for your business.

- Meeting rooms
- Central City location
- 2 - 22 capacity



Baskerville House - Birmingham

Grade II listed BH provides an ultra-modern working environment in the heart of Birmingham. With its recent refurbishment BH offers a stylish and contemporary space to run your business and hold meetings, conferences and events.

- Targetspace conference centre
- Meeting rooms
- 2 - 220 capacity



Wembley Point - London

Overlooking the neighbouring Wembley Stadium, Targetspace at Wembley Point offers fully furnished offices, state of the art conferencing facilities and access to the stunning Vu-point cafe on the 21st floor of the building.

- Targetspace conference centre
- Meeting rooms
- 2 - 220 capacity

www.targetspace.co.uk



Transport links are superb. Sitting directly over Tottenham Court Road Tube, access to the rest of London couldn't be easier and just six or less stops away from all of the mainline stations and their respective connections to the UK's cities and airports.

Contact our sales team on
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