



SUTTON BUSINESS CENTRE

THE COMPLETE BUSINESS PACKAGE





... All under one roof

SBC HOUSE OFFERS:

- High specification office
- Light Industrial Units
- Self-contained storage facilities
- Virtual Office

BENEFITS

- Flexible office accommodation
- High specification
- Low overheads
- Conveniently located
- Full optional secretarial support
- Personalised telephone answering/DDI options
- Email, fax and photocopying
- A professional team
- Rubbish disposal
- Visitor parking
- Meeting rooms/ Training rooms

Sutton Business Centre has been looking after commercial property accommodation for local, national and international businesses since 1987 this includes branch offices for large corporate companies and helping new businesses to start up. We offer a flexible solution to the office, workshop and storage needs of the growing business. No matter what size your business our high specification, low overhead accommodation can be tailored to your exact requirements. Situated 5 minutes from Hackbridge railway station (20 minutes to Victoria/London Bridge), the Business Centre is conveniently located for London, Croydon, Sutton and the M25/M23.

The Business Centre is staffed by our friendly helpful professional management team, who understand the needs of businesses today. The team will take bookings and set up Meeting and Interview Rooms, which have all the latest AV equipment and Conference telephones. We offer back-up support and advice, receptionists, a telephone answering service, optional secretarial and typing support, email, fax and photocopying, office cleaning and 24 hour security to ensure the safety and confidentiality of your company.

Tailored for your needs

We find many companies today require a mixture of offices, workshops and storage. We have the facilities here to offer one or all of these in a friendly and comfortable working environment. So many companies today work flexible hours. Having pleasant working surroundings, where you know everything is taken care of helps the business run smoothly.

Most businesses know what their immediate space requirements are, but circumstances change. Here, clients know that our flexible accommodation enables them to easily increase (or decrease) their office capacity within the building.

Everyone has storage problems, Sutton Business Centre has the answer. We operate flexible sized units to suit your needs. Whatever the size of unit you can rely on total security – only you hold the key.

Your complete rental package includes:

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|------------------|------------|-------------------------|-------------------------|
| ■ Business rates | ■ Parking | ■ Building insurance | ■ Daily office cleaning |
| ■ Electricity | ■ Heating | ■ General maintenance | ■ Communal cleaning |
| ■ Water rates | ■ Lighting | ■ 24 hour security/CCTV | ■ Furniture |

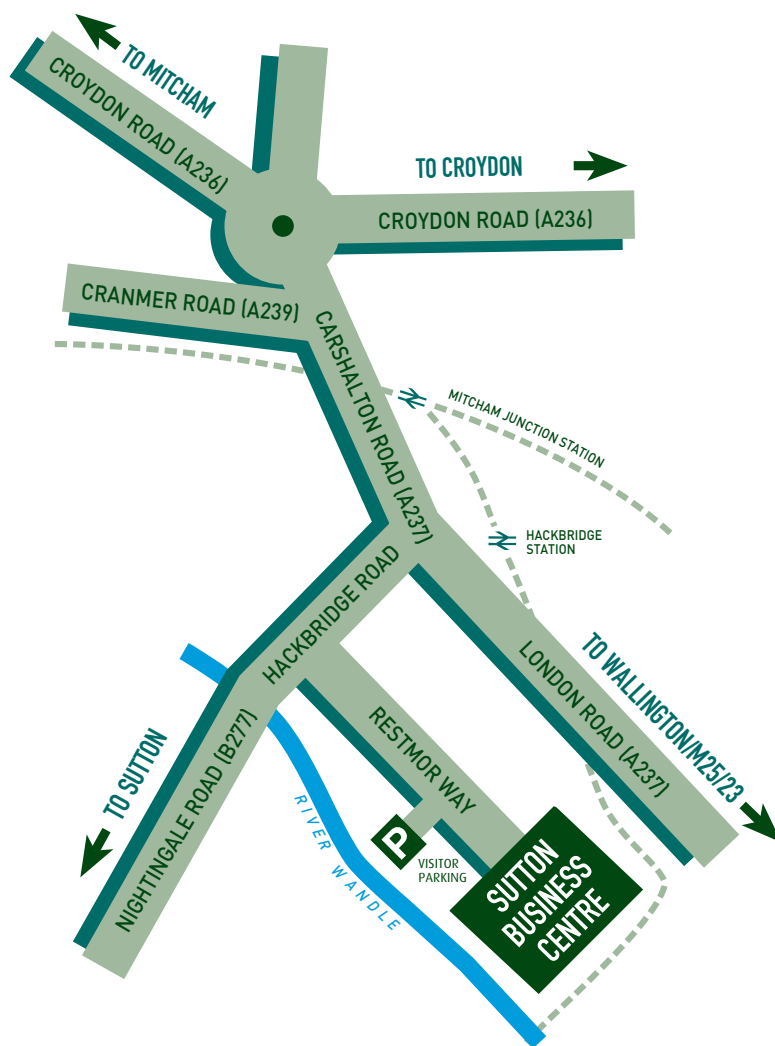


CAFE
7.30am-4.30pm





HOW TO FIND US



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