

DESK SPACE AT KINGS PLACE

Work from the exciting cultural quarter
in King's Cross.



Kings Place is a contemporary building mixing a live venue, gallery, restaurant, bars and a thriving community of arts organisations.

If you are a freelancer or an organisation looking for somewhere to call home within an exciting and creative environment, look no further!

The Music Base at Kings Place provides office and desk space for like-minded arts organisations, including Black Lives in Music, Aurora Orchestra and Alan Bearman Music. Together we're an inclusive hub for new ideas in arts and culture.

The monthly rate for The Music Base is £450.00 per desk plus VAT, including rates, service charge, and electricity and cleaning.

OUR OFFICE SPACE: THE MUSIC BASE



The Music Base Benefits

Key benefits:

- **Outstanding location** just a few minutes' walk from King's Cross and St Pancras stations, and seconds from Granary Square and Regents' Canal
- **Two meeting rooms, private phone rooms, and larger corporate rooms** available on request (includes 3 hours of uncharged meeting room time per month, per desk).
- Onsite café, bar/restaurant, art gallery and **award-winning music venue**
- **Free** indoor bicycle parking
- Access to **showers**
- **Communal kitchen** with coffee machine
- **Fully-serviced**
- **Accessible 24/7**

Additional Benefits

- **Internet connections** (this can be done via local Ethernet or Wi-Fi unlimited access, subject to our acceptable use policy. Tenants get a dedicated/secure WIFI connection in the office.
- **Kitchen facilities** (tea, coffee, Sugar and milk provided) and a break-out lounge area upstairs to relax in with power supplies and WI-FI
- **Shared main reception area** where guests can wait in comfort, 9:00am to 5.30pm Monday to Friday.
- Access to a cloud based telephony system called **Cloud Work**
- In house **IT Support** for phones and internet connection only is provided
- **Secure access** to Music Base offices with Salto Access Pass (There will be a charge for lost cards)



Music Base Information

DESK SPACE

Each unit comprises: **desk; adjustable chair; 2-drawer unit under desk** (also doubles up as an additional seat). Subject to availability a **lockable freestanding unit** (2 shelves and 1 filing shelf) and additional wall storage (2 shelves and 1 filing shelf).

Computers, laptops and other such equipment must be provided by yourselves and regular PAT testing must be conducted of your own equipment.



Additional Rates

Printing

Printer setup and support is provided at no extra cost. We use a multi purpose device that enables you to print in colour and black and white, double sided, scan items and email in PDF format and photocopy.

All costs are charged on a monthly basis one month in arrears.

Black and white is charged at **2p** per print/copy

Colour is charged at **10p** per print/copy.

Meeting Rooms

2 Meeting rooms are available for use within The Music Base and 3 hours of uncharged meeting time per month, per desk are allocated. Time over this amount is charged as follows

Meeting Room 1 (4 people) - **£15.00** per hour

Meeting Room 2 (6 people) - **£20.00** per hour

Phones and Charges

We use a cloud-based phone system called Cloud Work (<https://www.youtube.com/watch?v=mo8wJ62NqqY>) – a download link will be provided when you move in for the software

Once setup, the Cloud Work software will auto start whenever you turn on your device, similar to Teams.

You will be provided with a **USB headset** (by the IT Team) which you can plug into your laptop or desktop.

Calls are **unlimited**, the cost is fixed at a monthly price per user

Music Base Information

kingsplace.co.uk

For further information or to arrange a tour please contact Kimberley.

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