



FACT SHEET/ TERMS AND CONDITIONS: Office Space (Revised: 7 January 2010)

FEATURES

- Room (warm shell) in the first floor of 200, NCL Innovation Park
- Air conditioned
- Provided with adequate fans and lighting; Electrical power provisions
- Back-up power from DG set (for lights, power points and desktop UPS only; not AC)
- Free Wired internet connectivity through a 2 MBPS leased line of Venture Center.
- Shared areas of NCL Innovation Park
- Access (some for a fee) to other facilities or resources of NCL Innovation Park
- NCL Innovation Park's serene and elegant environment. Free Parking.
- Basic Utilities including electricity and water are included in Price.

ELIGIBILITY

- The Office Space shall be available for carrying out office work related to science, technology, entrepreneurship, business/venture development, education and some related activities. The Office Space is primarily intended for technology-based start-up companies and services supporting such companies.
- The management of the Venture Center shall exercise judgment in making available the desks to applicant to ensure that activities held at the desk area shall be in tune with intellectual environment and brand equity of the NCL Innovation Park.

TERMS

- **PAYMENT TERMS**
 - Reservation to be made for not less than 6 months duration.
 - Two month's notice before vacation.
 - Reservation and bookings shall be strictly against payment of 6 months license fee in advance.
 - Payment is acceptable by DD or cheque payable in Pune or at Par or could be deposited directly into the Venture Center's bank account.
 - Booking once made shall not be transferrable or payment made thereof shall be non-refundable.
- **TERMS**
 - User shall not (intentionally or otherwise) do anything to suggest that the Venture Center or NCL as being party to the activities planned at the Office Space area.
 - User shall ensure that the Office Space and the surrounding area shall be used properly and not damaged in any way and that the area is left clean at the time of handing over the room back to the authorized representative of Venture Center.
 - Any damage to the property in are shall be made up as per the prevailing costs without *demur* by the user.


PRICING

Suite F1	Suite F2	Suite F3
Air-conditioner provided	Air-conditioner provided	Air-conditioner provided
223 sq ft office size	237 sq ft office size	175 sq ft office size
Minimum 11 months stay	Minimum 11 months stay	Minimum 11 months stay
2 month notice of vacation	2 month notice of vacation	2 month notice of vacation
Advance payment for 6 months to be paid 1 month in advance	Advance payment for 6 months to be paid 1 month in advance	Advance payment for 6 months to be paid 1 month in advance
Rs 100/ sq ft/ mo (Omnibus price that includes basic utilities as well)	Rs 100/ sq ft/ mo (Omnibus price that includes basic utilities as well)	Rs 100/ sq ft/ mo (Omnibus price that includes basic utilities as well)
Additional Benefits <ul style="list-style-type: none"> Free use of 14-seater board room for 4 hrs per month worth Rs 2500. Complimentary browsing and reading membership at VC library for 3 named employees during the period of stay. 		

Note: Service tax and other taxes applicable at the prevailing rate shall in addition to the above.

Discounts	
Start-ups with substantial NCL related participation (know-how, staff, students, alumni)	50%; advance payment for 3 months
Discounts on other infrastructure services	Hot Desk – 15%, Meeting Room – 15%, Board Room – 15%, Training Room – 15%, E-Class Room – 15%, Brand Fee (Rent-an-address) – 40%
Longer duration discount	6 month commitment: 5%; 9 month commitment: 10%; 12 month commitment: 15%; 15 month & above: 20%

Note: Only one discount may be availed at a time.

For standard discounts, please visit <http://www.venturecenter.co.in/discounts.php>