

Top TEN

Tips for great workspace

- 1** **Location**
Look for: access, parking & public transport
- 2** **Building**
Look for: clean & well-maintained, business 'buzz'
- 3** **Extras**
Look for: in-house meeting rooms, IT services, reception
- 4** **Offices**
Look for: size, light, noise, air & heating
- 5** **Style**
Look for: fit for your business & a friendly atmosphere
- 6** **Connectivity**
Look for: Wi-Fi, mobile signal, connection speed
- 7** **Staff facilities**
Look for: lunch & rest areas, kitchen, toilets
- 8** **Business support**
Look for: workshops, networking events & likeminded businesses
- 9** **Cost**
Look for: what's included, hidden extras & VAT
- 10** **Flexibility**
Look for: terms of contract, ability to move on or move out

TEN / The Enterprise Network supports start-up, small & growing businesses in Swindon and Wiltshire. TEN Enterprise Centres offer flexible work space, meeting rooms and networking areas, as well as hosting a programme of events and business support activities countywide.

www.theenterprisenetwork.co.uk