

# GATCOMBE HOUSE



## OUR SERVICES

COPNOR ROAD, PORTSMOUTH, HAMPSHIRE, PO3 5EJ

PHONE: +4402392706609 EMAIL: [info@gatcombehouse.co.uk](mailto:info@gatcombehouse.co.uk)



CALL: 023 93 233 131

## ABOUT US

Gatcombe House is a beautiful Grade II listed building that was built in 1780 and is steeped in history.

The House was the Garrison Commanders residence before it was turned into an Officer's Mess. The Army left the site in 1973 and the House was left vacant falling into an almost derelict state until it was bought in the mid 1980's by a local building company who carefully and lovingly restored it and used it as their headquarters.

The House remained as their headquarters until recently, and is now available for you to rent as your headquarters too.

*Gatcombe House is part of The Trafalgar Wharf Group  
The Trafalgar Wharf Group owns Trafalgar Wharf, The Drystack, Boat Club and Trafalgar House in Portchester along with Thornham Marina in Emsworth.*

## OUR DIFFERENCE

You will become part of a fun and relaxed environment, but rest assured, this will not detract from the professional and smart approach that your business deserves.

You'll benefit from our flexible tenancy agreements to suit your needs and the option to expand as your business grows. If you would prefer a long term tenancy then we can arrange that as well.

Your rent includes heating, electricity, water, reception services, service charge and buildings insurance, so you have the assurance of knowing what your monthly outgoings will be without any hidden costs or nasty surprises, leaving you time to concentrate on your business.

Our aim is to build a thriving business community covering a wide range of business sectors which can support one another. We'll keep you updated with new businesses that take accommodation with us and hold networking events for tenants to showcase their services.

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#### What's Included:

- On-site free parking (essential in Portsmouth)
  - Fully serviced reception desk (9am to 5pm Mon – Fri)
  - 24/7 access
  - Shower facilities
  - Tea, coffee, squash
  - Security
  - Utilities – heating, electricity, water
  - Buildings insurance
  - Access to networking and social events
- You'll benefit from our flexible tenancy agreements to suit your needs and the option to expand as your business grows. If you would prefer a long term tenancy then we can arrange that as well.

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#### SERVICED PRIVATE OFFICES

At Gatcombe House in historic Portsmouth, we provide serviced private office space for rental across 44 rooms, spread over 3 floors. We have a range of businesses who rent an office at Gatcombe from sole traders to organisations of 10 people. Our serviced private offices start at 90 sq.ft.

Gatcombe House is a grade II listed historic building that has been extensively renovated to provide contemporary office space. Our aim has been to simply provide a great environment to work in. Renting an office from us isn't just a simple office space we provide all the facilities to make your office space a great place to be.





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	Package A £50 + VAT	Package B £85 + VAT	Package C £100 + VAT
Use of the Gatcombe House address	✓	✓	✓
Complete mail handling and forwarding	✓	✓	✓
Use of Gatcombe House images on your website	✓	✓	✓
Hours usage of hot desking per month		4	6
Hours usage of our meeting room or boardroom per month	2	4	6
Telephone answering service (optional extra)*	✓	✓	✓

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**VIRTUAL OFFICE**

A Virtual Office at Gatcombe House in historic Portsmouth provides your business with an exclusive address and facilities for you to use. We have devised 3 levels of virtual office services each with access to a meeting room or the conference room.

At a small monthly cost, you have the facilities to meet with your clients in our conference room and have a professional business address.

**What do you get with a Virtual Office?**

- Use Gatcombe House as your business registered address
- An affordable and professional presence
- Immediate setup
- Access to impressive meeting and conference facilities
- Professional receptionists
- Optional extra, telephone answering service.





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### SHARED OFFICES

At Gatcombe House we offer Shared Office Space, which allows you to pick the days you want to work in an office during a week or a month.

Keep your fixed costs down and just use the office when you need it. Shared offices are perfect for those busy professionals that find themselves on the road or out at meetings on a regular basis but need an office environment 1-3 days a week to keep up with administration work or meet with clients.

#### **Included in your Shared Office:**

- Desk and Chair
- All IT setup and ready to go
- Free refreshments
- Use of our meeting rooms
- Virtual Office
- Printers, scanners and photocopiers
- Private and Shared workspace for any number of people

### HOT DESK HIRE

At Gatcombe House, we offer Hot Desk hire facilities. The concept of hot desk hire is the ultimate office flexibility where you rent a desk and only pay for what you use.

Come and rent a desk for an hour or a day as and when you need to have the peace and quiet to get on with administration work or make those important phone calls. With the rise of home working, there are many people who need to work from home but don't have enough space or the environment they need. Renting a desk on a flexible basis provides a low price solution.

#### **In our Hot Desking room we provide you with:**

- Desk and chair
- Printer and paper
- All IT setup and ready to go
- Use of our meeting rooms
- Select as many hours or days as you need per month
- Free refreshments
- For as little as £10 + VAT per hour or special rates for longer periods you benefit from a fully functioning desk space for you to conduct your work or business



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## MEETING ROOMS & CONFERENCE FACILITIES

### BOOK THE IMPRESSIVE CONFERENCE ROOM

Book the impressive conference room and hire the meeting room when you need extra space for important meetings. Our conference facilities are ideally located in Hilsea, Portsmouth. These are available for both people who already have offices in one of our Portsmouth addresses and for the public to use.

The conference room boasts a boardroom table to seat up to 20 people in comfort and can also be configured to different layouts including, theatre style, classroom or completely empty. We can provide catering at an additional cost.

### **We include at no extra cost:**

65" Flat screen TV

Flip chart

Whiteboard

Free tea, coffee, and water

We have ample parking which is free to you and your guests

Superfast broadband and WIFI

Our meeting room comfortably seats 8 people and can also be configured in different layouts

*Book both or either for an hour, half day or whole day, depending on your needs.*



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## OUR NO QUIBBLE BETTER THAN MONEY-BACK GUARANTEE

We're so confident that you'll love it at Gatcombe House that if after 3 months you're not absolutely convinced that:

- you feel more focused and happy in our professional but relaxed working environment
- you have the opportunity every day to discuss ideas and challenges with like-minded business people
- you are getting that important life balance you deserve
- your clients are impressed by your stunning new business home

Then we'll tear up your contract and give you back all your rent money. No ifs. No buts.

And not only that, we'll pay your removal costs to another office, we'll pay for you to reprint your letterheads and business cards, and we'll pay to divert your phones.

**We can't be fairer than that.**

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## OUR FACILITIES AND SERVICES

### **Superfast Broadband**

Gatcombe House is serviced with a leased line internet connection providing you with the latest broadband.

### **Services Provided:**

- Reception service: The reception is always covered giving your visitors the best impression when they come to visit you. You will receive the support you need so that you can focus on what is really important: your business. The receptionist will help you by signing for your letters and parcels so you never miss anything important, plus scanning, colour photocopying and any document printing that you need doing. It will be just like having your very own receptionist, and it's all included in your rent.

- On-site parking: The car park is secure and free and right outside main reception so you and your visitors don't have to walk far to get to your office.
- Conference and meeting room facilities: Book the impressive conference room and meeting/breakout rooms when you need extra space for important meetings. The conference room boasts a luxurious boardroom table to seat up to 20 people in comfort, and is equipped with audio-visual equipment. Book it for an hour or a whole day, depending on your needs.
- Flexible space: Move in and out when you want, we're flexible. You can rent extra space and offices as your business expands so there's no stopping you.
- Telephone and broadband: There'll be no messing around for weeks trying to get yourself connected, move in today and get connected today. Immediate connection to our superfast broadband and telephone lines is all part of our service. No lengthy frustrating delays, get to work straight away.
- Don't waste your precious time on trying to comply with regulations: We'll take care of all of this for you. Fire risk assessments, building electrical tests, gas certificates etc. These are all taken care of so you can concentrate on running your business, and it's all included in your rent.
- Kitchen facilities and refreshment areas: there are plenty of places to quench your thirst within easy reach of your office, you might even meet a like-minded business owner.
- Showers and loos: For those who like to start their day with a cycle or run to work, we have shower and changing facilities on the ground floor that offer easy access to the secure bike storage area.
- Lunch and chill out areas: Take some time out of your busy day to relax and eat your lunch in the beautiful Gatcombe House grounds and park.





# Our Location

## Driving

Gatcombe House is located 4 minutes from Junction 12 of the M27 and is within 10 minutes' drive of Portsmouth town centre. We're only 1 hour from London.

## Public transport

There are bus stops located within 2 minutes' walk, and Hilsea train station is only a 10 minute walk away.

We would love to show you around so call us today on 023 93 233 131 or email: [info@gatcombehouse.co.uk](mailto:info@gatcombehouse.co.uk)

*Roko Health & Fitness Club is directly opposite Gatcombe House and has a coffee shop that is open to the public. if you need a breath of fresh air, Beautiful Gatcombe Park is right next door to The House.*





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