

# DBH The Corn Exchange

**DBH**  
Serviced Business  
Centres Ltd



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## The Corn Exchange

The Corn Exchange is a fantastic facility, designed to meet the needs of any organisation requiring quality business space. The centre has been developed with flexibility and suitability in mind.

The Corn Exchange boasts excellent views of well known Liverpool landmarks, such as the Liver Buildings and the Albert Docks

Host of the 2008 Capital of Culture, Liverpool is alive with re-generation and development projects and with the office complex situated within the heart of the business district it offers the perfect setting for business growth and networking opportunities.

Three meeting rooms are available including conference and training accommodation from between 4 and 22 people respectively.

### The Location

The Corn Exchange couldn't be in a more ideal location when it comes to public transport. Just 2 minutes walk from James Street Station & Lime Street Station just 10 minutes away. All the main bus stops taking you in and out of the city centre are just outside the building.

As well as being based in the business district and close to the Liverpool Courts, we are surrounded by a wide range of bars and restaurants close by which is ideal for entertaining clients, and just 5 minutes walk away from the largest shopping centre in Europe, the brand new Liverpool One complex.

- Fully managed and secure building with 24 hour access to all customers
- Highly accessible location
- Car Parking next to The Corn Exchange building available by separate arrangement.

- Convenient bus links outside the building, train stations just a stones throw - James Street Station just 2 minutes walk and Lime Street Station 10 minutes walk.
- Good local shops and amenities, including the brand new Liverpool One shopping centre just 5 minutes away.
- Excellent access to a range of bars and restaurants within walking distance

### High Specification Serviced Offices

All offices benefit from being furnished with modern furniture, a striking reception and professional on site staff. The office building provides its occupants with a comfortable and practical working environment coupled with a highly professional image.

### Terms

All accommodation is provided on flexible "all inclusive" licences with high specification furniture and telephone equipment. Terms are primarily offered on a monthly basis with options to extend where appropriate. Tailor made packages can also be created to suit individual client needs.

### Features

- All accommodation benefits from:
- 24/7 access & security monitoring
  - Call answering & reception services
  - On site management team
  - Access to meeting rooms
  - State of the art telephony
  - High speed internet connectivity
  - Catering services
  - On site car parking available (by separate arrangement)

## DBH Office Licence Fees Include:

### Set Up Costs

#### Office

- Furniture
- Power/lighting installation
- Furnishings (carpet/painting/blinds)
- Partitioning
- Security/Fire alarm
- Keys

#### Kitchen

- Units & installation
- Equipment

#### Reception/Common areas

- Furniture
- IT
- Pictures
- Plants
- Fire extinguishers
- Meet & Greet area

#### Meeting room(s)

- Furniture
- Drinks Machine
- Pictures
- Plants

#### Telecoms

- System purchase
- Data cabling & equipment
- Installation, programming & training

#### Professional fees

- Solicitor
- Surveyor

### Running Costs

#### Landlord

- Rent
- Service Charge
- Building insurance

#### Council

- Business Rates

#### Cleaning/Refuse

- Waste disposal
- Cleaning contract
- Window cleaning
- Sewerage

#### Telecoms

- Line rental
- System maintenance

#### Security

- Alarm maintenance
- Monitoring/callout service

#### Utilities

- Water
- Electricity
- Gas

#### Repairs & maintenance

- Air conditioning servicing
- Contractor labour costs
- Materials & consumables

#### Staffing

- Telephonist/Receptionist/Secretary
- Business Centre Manager
- Accountant administration
- Recruitment fees/Staff on costs
- Staff training

#### Car parking

- Available by separate management



## Additional Products & Services

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### Offices by the day

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Should a client wish to meet you at your premises, we can provide you with a fully furnished office or room on a daily basis. This is an ideal option for home workers who need to create the right impression with their customers but do not need a permanent office. Each office would normally be provided with:

- 1 desk
- 2 visitor chairs
- Telephone
- Broadband connection
- Use of reception service

Different furniture can be provided (if available in the centre) to suit your needs, whether you are using the room for a financial consultation with a customer through to a more personal consultation with a patient.

### Meeting Room Hire

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We have meeting room facilities that can be hired on an hourly, 1/2 day or daily basis. The rooms can be set out in a number of different ways and can be used for:

- Interviews
- Board meetings
- Training sessions
- Presentations

Facilities can be hired out by both internal clients and external organisations.

Meeting room hire on an hourly, 1/2 day and daily basis is more economical than rooms charged on a per delegate basis.

A number of catering options are available in addition to the normal tea/coffee/water refreshment

### Conference Facilities

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We have Conference Facilities available which can be hired on an hourly, ½ day or full day basis. (Catering options are available as above)

### Virtual Office

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Our Virtual Office service is ideal for those wishing to create a professional, larger organisation image but are not yet ready to expand. It is also useful if you need to create a regional presence.

The service is also great if you need someone to take calls for you during business hours when you are occupied with client meetings, supplier meetings, paperwork and all those time consuming tasks you perform in keeping your business running.

With a Virtual Office, we provide you with a telephone number and either answer the calls in your business name or forward them directly to you. The service also provides you with the ability to use our address for your post. If you do not need the call answering element of the service, then we can just provide you with a mailbox for receipt of your post.

### Broadband

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We have a range of Broadband packages designed to suit the needs of you and your business.

### Administration & Support

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Secretarial support and administration services are available from our professionally trained on site team. Whether you need a letter typed, a mailing sent out or some administrative work undertaken, our staff are ready and willing to help.

#### Misdescription Act

The agents on their behalf and for the sellers or lessors of this property whose agents they are, give notice that: (i) The particulars are set out as a general outline only for guidance of intending purchasers or lessees and do not constitute, nor constitute part of, an offer or contract. (ii) All descriptions, dimensions, references to condition and necessary permissions for use and occupation, and other details are given in good faith and are believed to be correct, but any intending purchasers or tenants should not rely on them as statements or representations of fact, but must satisfy themselves by inspection or otherwise as to the correctness of each of them. (iii) No person employed by the agents has any authority to make or give any representation or warranty whatever in relation to these properties.

SUBJECT TO CONTRACT. Published April 2009.

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