

Shared Workspace Residential and Flexi - Membership

Terms & Conditions

1. Access

Shared Workspace is available between the hours of 9am and 5pm on working weekdays during the period of membership unless otherwise arranged in writing

2. Broadband and WiFi

Shared Fibre Broadband and WiFi are available for the use of Shared Workspace Members and their guests in the pursuit of their business while in Glossop Gasworks. This availability is subject to a policy of reasonable use and a requirement that the services will not be used for any illegal or illegitimate purpose, or any purpose that negatively impacts on other users. Any user found to be in breach of these terms risks having their access to Broadband and WiFi services terminated forthwith.

Glossop Gasworks and BSA marketing will take reasonable efforts to ensure provision of WiFi, broadband access. However we cannot guarantee these services will be available.

3. Use of the Glossop Gasworks Address

Members may use the mailing address Glossop Gasworks, Arundel Street, Glossop SK13 7AB and use this address for the receipt of general business mail in the lawful execution of its business. Members may NOT use the Glossop Gasworks address as their registered office address without first obtaining permission in writing

4. Mail Handling

Mail received and addressed to the member will be held pending collection by the member. The member will be informed of the receipt of mail at Glossop Gasworks by means of e-mail or text message or other means that may be agreed from time to time.

Mail will be available for collection Monday to Friday 9:30am to 5:00pm

If held mail is not collected within 28 days of receipt, such mail may be disposed of.

5. Telephone Number Service

On request, residential members will be allocated a dedicated telephone number for their exclusive use during their membership. Calls received through this number can be automatically forwarded to a UK land line or mobile number.

The cost of call forwarding is charged in addition to the monthly fee at a rate not exceeding current BT Standard Charges + vat

Should you wish us to answer calls and pass on messages to you, we can do this on request. This service carries additional fees

6. Care of the Workspace and Common Areas

We expect members and their guests to use Glossop Gasworks respectfully and to leave the rooms as they find them.

Glossop Gasworks is a working office building. Please respect other occupants and avoid raised voices or music that may interfere with others.

Any spillages etc. should be cleaned up immediately. Should additional cleaning be required as a result of spillages or other incidents, we reserve the option to arrange the cleaning and charge the member accordingly.

Any damage to decoration, equipment or property within Glossop Gasworks by a member will be the responsibility of the member. We reserve the right to arrange repairs and charge the members accordingly.

All food waste should be placed in the bin provided in the kitchen or the wheely bin outside, and not in any other bins.

7. Use of Kitchen

The kitchen is available for the use of members, we expect it to be left in a clean and tidy state. Any crockery/cutlery used should be placed in the dishwasher, and not left out.

8. Smoking

Glossop Gasworks operates a strict no-smoking policy. We would be grateful if you could inform your guests and staff of this policy and ensure that no-one smokes anywhere in the building, car park, or on the front step of the building, blocking the door.

9. Fees & Cancellation

Notifications of cancellation of ad-hoc desk space or meeting room hire should be advised to Glossop Gasworks as early as possible.

All cancellations will be subject to an administration charge of 10% of the hire booking rate. Cancellations made 7 days or less prior to the booking date will incur a cancellation charge equal to 50% of the hire booking rate.

Once a booking starts there will be no refund as a consequence of cancellation by the member

Membership and hire fees may be reviewed at any time. Members will be given a minimum of 1 month's notice of any changes affecting their membership.

Membership may be cancelled at any time subject to 1 month's notice in writing.

10. Use of Glossop Gasworks Car Park

Our car park is available for the use of all permanent occupants. We would ask that members and their guests do not use the car park.

11. Injury to Persons and Loss of Property

Neither Glossop Gasworks nor BSA Marketing will not be liable for the death or injury to any person attending the premises or for any losses claims demands actions, proceedings damages costs or expenses or other liability of the member in the exercise of the rights granted by the agreement except where such where such death, injury or loss is due to the negligence of Glossop Gasworks or BSA Marketing.

Glossop Gasworks and BSA Marketing will not under any circumstances accept responsibility or liability in respect of any damage to or any loss of any goods articles or property of any kind brought into or left at the premises either by the member for his own purposes or by any other person or left or deposited with any officer or employee of Glossop Gasworks or BSA Marketing.

12. Default

Failure to comply with these terms or failure to pay membership or other fees within the agreed terms will entitle BSA Marketing/Glossop Gasworks to cancel a membership forthwith.