



figflex
offices

Swindon

Welcome to Swindon

Hi, we're FigFlex and we want businesses like yours to reap the rewards of flexible office space.

Imagine an office that doesn't involve ludicrously long agreements. An office where you only pay for the space you need. An office where your equipment is set up, plugged in and ready to go from day one. An office you can move into before the ink has even dried on the paperwork. An office that potentially sits next door to another business that could help your business. An office cleaned and maintained by a dedicated team of professionals every day.

We're here to bend the concept of 'the office' into a shape that better benefits businesses. We are FigFlex.



Sharon Lewis Client Services Assistant
01793 967 400 | swindon@figflex.com

 **You'll find us at;**

FigFlex Swindon, 3 Newbridge Square, Swindon, SN1 1HN
We're here on weekdays between 8:30am and 5:30pm.



Your FigFlex serviced office: What to expect...

There are tons of advantages that come with getting your own serviced office with FigFlex.
Here are just some of them...

All the gear, right here

Your FigFlex office comes with everything you need to get going right away, from desks and chairs to Wi-Fi and telephones

Cool, clean and connected

We'll take care of the air con, the cleaning and the superfast broadband

Around-the-clock access

Sometimes, business flows beyond the standard 9-to-5, so FigFlex lets you do what you do whatever the hour

Bye bye bills

Never open another utility bill again – all your heating, power and communications costs will be lumped into your licence

Cool town centre location

You'll find us up on the first floor at 3 Newbridge Square, right in the heart of Swindon town centre

Flexible deals to suit your business

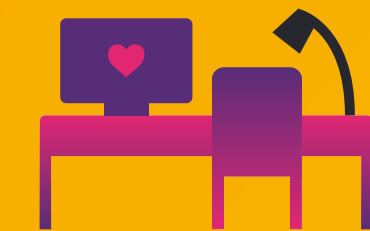
We prefer to kindle long-lasting relationships but your business can have a FigFlex serviced office for as little as three months

Meeting rooms when you need them

For when that meeting just can't be an email

We're here to support you

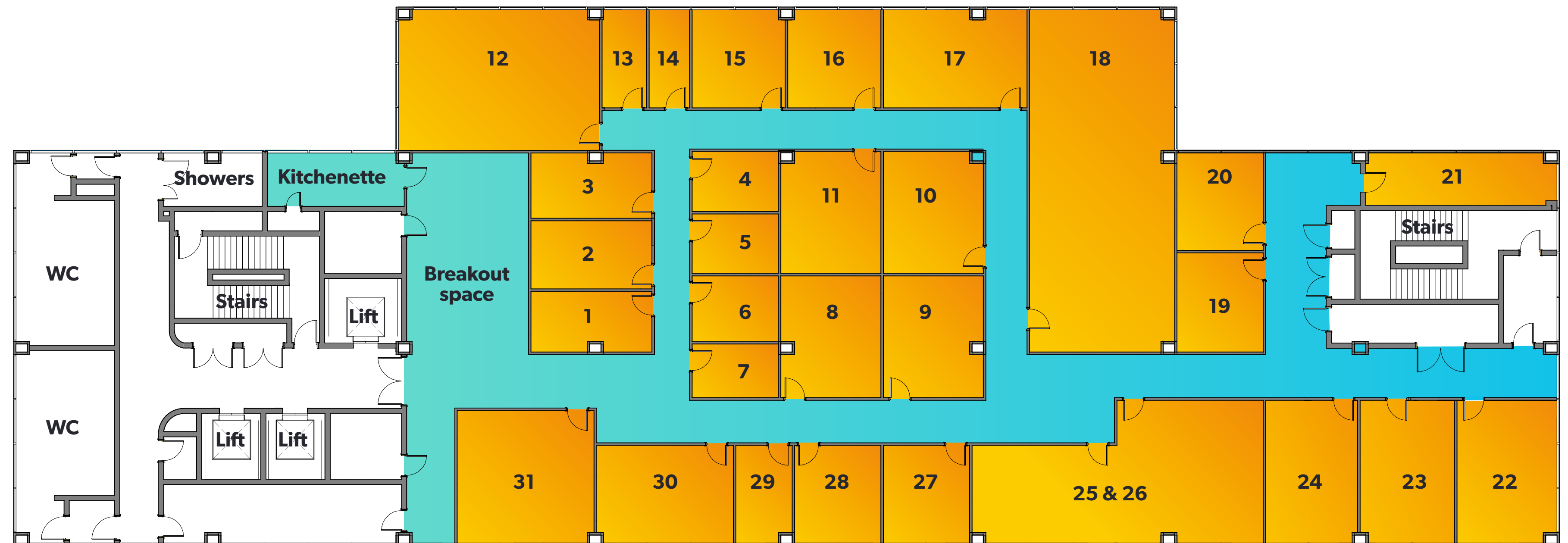
We'll do everything we can to make your business succeed and our in-house business development team can advise on everything from funding to marketing



FigFlex formation

This is how we're set up on the first floor of 3 Newbridge Square

31 office suites located on the first floor of 3 Newbridge Square Swindon including coworking space, meeting rooms, breakout space and kitchenette



Coworking

Freelancers, remote workers and start-ups aren't always in a position to occupy a serviced office yet and that's where our coworking option shows its worth.

Maybe you're a team of one that thrives on social interaction.
Or you're just starting out and need space for your small team to get together.

Either way, renting workstations in our shared spaces is a practical solution that unlocks a range of professional and personal benefits.

As a coworking FigFlex member, you can set down your laptop at a dedicated desk amongst other like-minded professionals.

Aside from benefiting from having a place to focus, you'll have the opportunity to build up contacts and connections within the FigFlex community that not only foster creativity and encourage partnerships, but allow you to share knowledge and continually learn from each other's challenges and successes.

**Work
alongside
like-minded
individuals
at FigFlex**



Coworking package benefits



Reliable high
speed WiFi
Connection



Use of
breakout
spaces



Complimentary
tea & coffee



Dedicated
desk for your
personal use



Intergrated with the
FigFlex business
community



Option to hire
meeting room
space

Roll into a Meeting Room

Running your business from a FigFlex serviced office delivers virtually all the benefits and features associated with occupying your own personal office, and that includes meeting rooms. At FigFlex Swindon, we can offer sleek and spacious meeting rooms, ideal for any group discussion.

In each meeting room, you can expect:





- Air con and Wi-Fi to keep all attendees cool and connected
- Refreshments to stave off those mid-meet munchies – we can get lunch in too*
- A flatscreen TV with Click Share Technology to get your teams collaborating naturally and more effectively
- and a flipchart for when it's easier to simply scribble out your ideas.

The only discernible differences between our naturally lit meeting rooms are their size and how many people can comfortably fit around the table.



One, Two, Free

There's nothing quite like gathering around a table to thrash out fresh ideas and discuss vital matters, so for every two meeting rooms you book, we'll let you book a third at no extra cost. The hourly rate for booking our meeting rooms decreases the longer you're in there. Whether it's an hour or for the entire day, we're easy; just let us know how long you need the room and we'll take care of the rest.

	Celeste	Violeta	Gomera	Blanche	Excel	Gom-Ex
	up to 4 people	up to 4 people	up to 4 people	up to 8 people	up to 8 people	up to 12 people
	£20 an hour	£20 an hour	£25 an hour	£30 an hour	£35 an hour	£40 an hour
	£60 half day	£60 half day	£80 half day	£100 half day	£120 half day	£140 half day
	£100 full day	£100 full day	£145 full day	£180 full day	£220 full day	£260 full day

*additional cost applied for catering



Virtual offices

Gain a presence in new cities and win more business with a virtual office

For organisations looking to gain a foothold in a new location, a virtual office is an easy-to-trial option.

Our virtual office services provide you with a postal address and phone number that link your business to a premium city centre location, without having to pay the overheads of a physical office. You'll still benefit from the administrative support that you'd expect from a traditional office, with call answering and mail forwarding handled by our experienced team.

Of course, once you've cracked the market and are ready to expand into a serviced office, we can help to facilitate a seamless move.



With a FigFlex virtual office, you get:

- A professional business address and phone number
- Mail forwarding
- Call answering
- To trial run your business in new areas with minimal risk



Talk it out

It's good to talk and it's even better with FigFlex's cost-effective telephony packages. Imagine stepping into your FigFlex office for the first time and all the necessary phones are already in place and ready to call.

For just £25 a month, we'll fix you up with a handset, direct dial number, and as many local and national calls as your digits can dial.

£25 per month
per user

- A sleek SpliceCom desktop IP phone handset
- Your own direct dial number
- Free UK calls*

**includes 3,000 minutes, subject to fair usage policy*

Interested?

Ready to take the next step? Click the enquire button below to get in touch with one of our friendly team.



Getting online

Solid speedy connectivity is key to the success of any business and at FigFlex, we can guarantee superfast broadband to keep your company's productivity pumping. Our dedicated connections can offer an uncontended service with symmetrical upload/download speeds, starting from £75 a month.*

Shared speed:

Up to 10MB - £75

20MB - £100

30MB - £125

50MB - £150

100MB - £200

Everyone at FigFlex can jump on our shared Wi-Fi service at absolutely no cost. Every month, every user gets 5GB to play with, and we only ask for a £1.95 surcharge for each extra GB consumed beyond that 5GB allocation.

**after a £99 set-up fee*



FigFlex technology



**FigFlex
Wi-Fi**



**Superfast
Broadband**



**Clickshare
technology**



**Printing
services**



**Virtual
Offices**

Boosting new business

At FigFlex, our passion for business stretches beyond simply delivering amazing office space; we're also eager to drive your company towards your goals.

That's why we have our in-house business development consultant on hand to point out where the cogs of your company can be greased.

With literally hundreds of grants available throughout the UK, finding the right one for your business can be a struggle, and that's where FigFlex can help out.

If you're wanting to take your business to the next level get in touch with our friendly team and let us help create the perfect office solution for you.

Our business development specialist knows grants inside out and if there's any financial assistance to be had, they'll be able to direct you towards obtaining it.

Clients are able to book business development sessions too.

We're confident you'll gain tons of useful insight, gaining an impartial perspective on your business and advice on how you can finetune your everyday operations.



Staying safe

Safety and security were already a high priority at FigFlex pre-pandemic, but we've adopted an even stronger focus on hygiene and staying safe. We've been following sound health and safety protocols and ensured tight security to ensure a safe and secure working hub.

Security

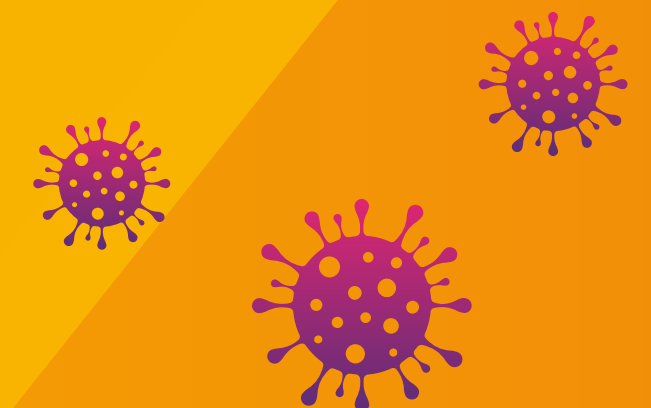
- Key fob entry on the main doors
- 24/7 CCTV surveillance in key spots
- Staffed reception with a friendly face on the front desk from 7am to 7pm on weekdays

Health & Safety

- Weekly fire safety checks
- Regular risk assessment tests
- Free full health & safety induction for all new clients

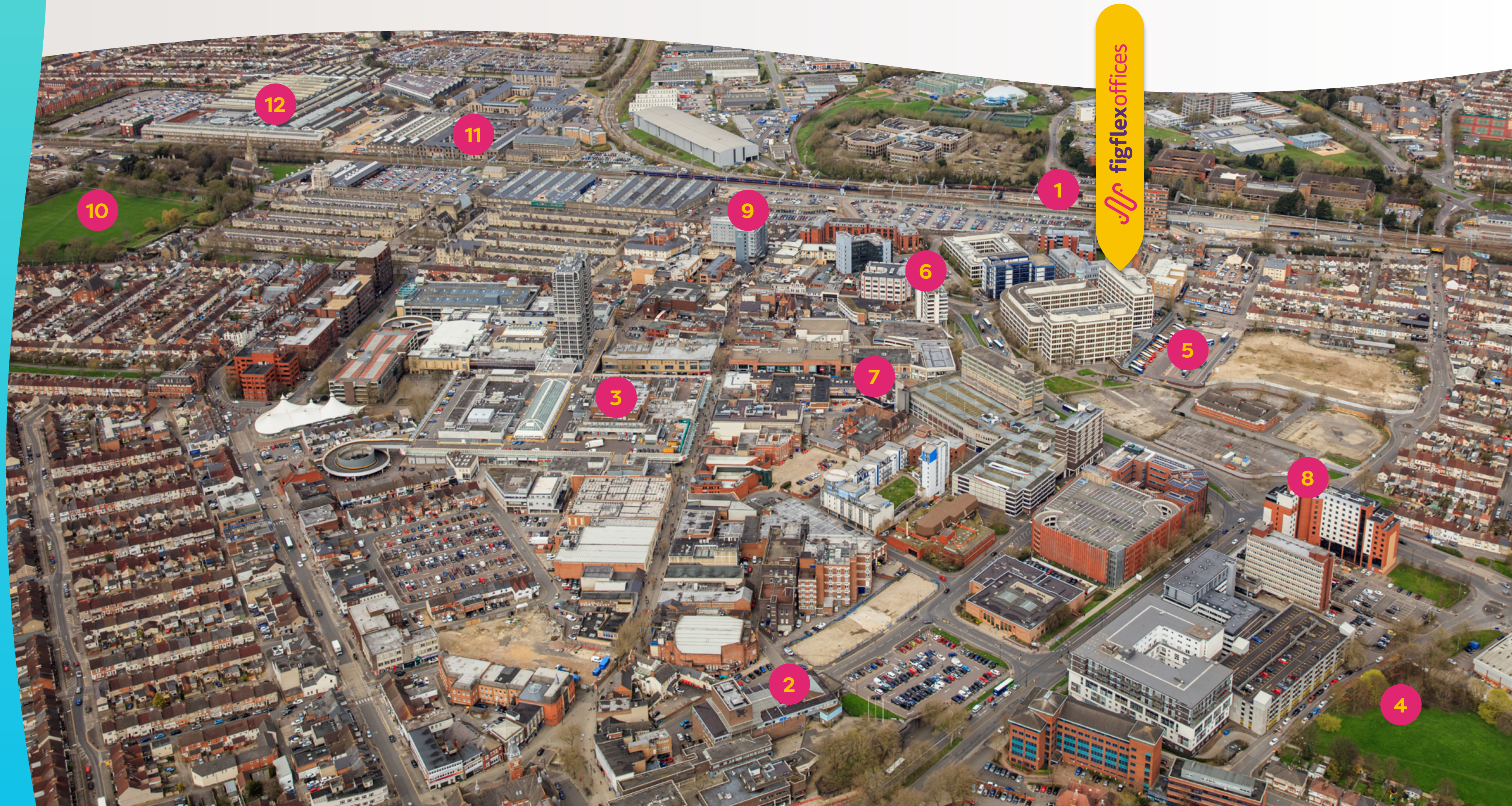
Hygiene

- Regular cleaning and sanitising of offices, meeting rooms and communal areas
- Sanitiser dotted at regular intervals throughout our FigFlex centres
- One-person elevator limit
- Clients encouraged to wear face coverings in communal areas
- Sensible social distancing in the communal kitchen areas
- rack and trace: Scan the FigFlex QR code on the front desk
- Lateral flow tests for all onsite FigFlex staff



What's in the area?

- 1 Swindon Train Station
- 2 Wyvern Theatre
- 3 The Brunel
- 4 Spring Gardens
- 5 Swindon Bus Station
- 6 Cheltenham Street Car Park
- 7 The Parade
- 8 Jury's Inn
- 9 Holiday Inn
- 10 Faringdon Park
- 11 STEAM Museum
- 12 McArthur Glenn Outlet



Testimonial

"I've been very impressed by FigFlex's offices – they're light, comfortable and secure; I'm very happy. The breakout and kitchen areas are clean, modern and tidy, while the meeting rooms are smart and modern. The brilliant support team is very attentive, listening to and accommodating my specific needs. They made sure the move was a stress-free experience and went smoothly - I really appreciate all their hard work. I would highly recommend FigFlex Swindon."

Craig Johnston, Swindon

What now?

It's time to take a look around.

Contact us below to set up a tour of our serviced offices with a member of our friendly FigFlex team.

We could go on and on but that's FigFlex pretty much in a nutshell.

We're excited about welcoming you to FigFlex and helping your business enjoy the benefits made possible thanks to flexible workspace. Hopefully, we've covered all the key areas but if there are any niggling questions, get in touch and we'd be happy to clarify any points.

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