



Photo of Braemar rooftop apartment taken c1930 looking south from the roof of St Andrew's Church

Braemar OFFICE NETWORK

32 The Terrace, Wellington, New Zealand
www.bon.co.nz • Tel +64 4 473 7885



Location: Built around 1930 as residential apartments, the Braemar Building is situated close to the heart of New Zealand's centre of Government, being only two blocks from Parliament and surrounded by Government departments and corporate head offices. It is also conveniently located near the motorway north and the Wellington waterfront, close to the railway station and with quick access to the airport. Braemar is *not* classified as earthquake-prone by the Wellington City Council.



Typical office - this one on level 4 at the back

The offices: Established in 1991, the Braemar Office Network occupies space on the first, third, fourth and fifth floors of the building. Many of the offices have been occupied for several years by the same tenants but from time to time, space does become available to someone new. Weekly rentals for individual offices range from \$150 to \$350 plus GST, and tenancies are on a month-by-month basis with rent payable on the first business day of each month. A bond equivalent to a month's rent plus GST is payable by each new tenant at the start of their tenancy.

What's included in the rent?

- Most of the offices are fully furnished but tenants are welcome to provide their own as well.
- All electricity and gas charges.
- Cleaning and rubbish removal.
- A fully equipped kitchen with fridge and microwave; also tea/coffee/milk/sugar.
- Paper recycling bin and secure document destruction bin.
- Full time receptionist to meet and greet visitors and clients.
- Personalised telephone answering service.
- Small meeting room (1-3 people) and larger boardroom (6-8 people) - available on a bookings basis at no charge to tenants.



Fully functioning cage elevator, shown here on the ground floor

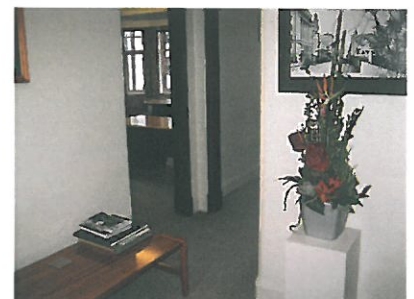


Level 3 office overlooking The Terrace

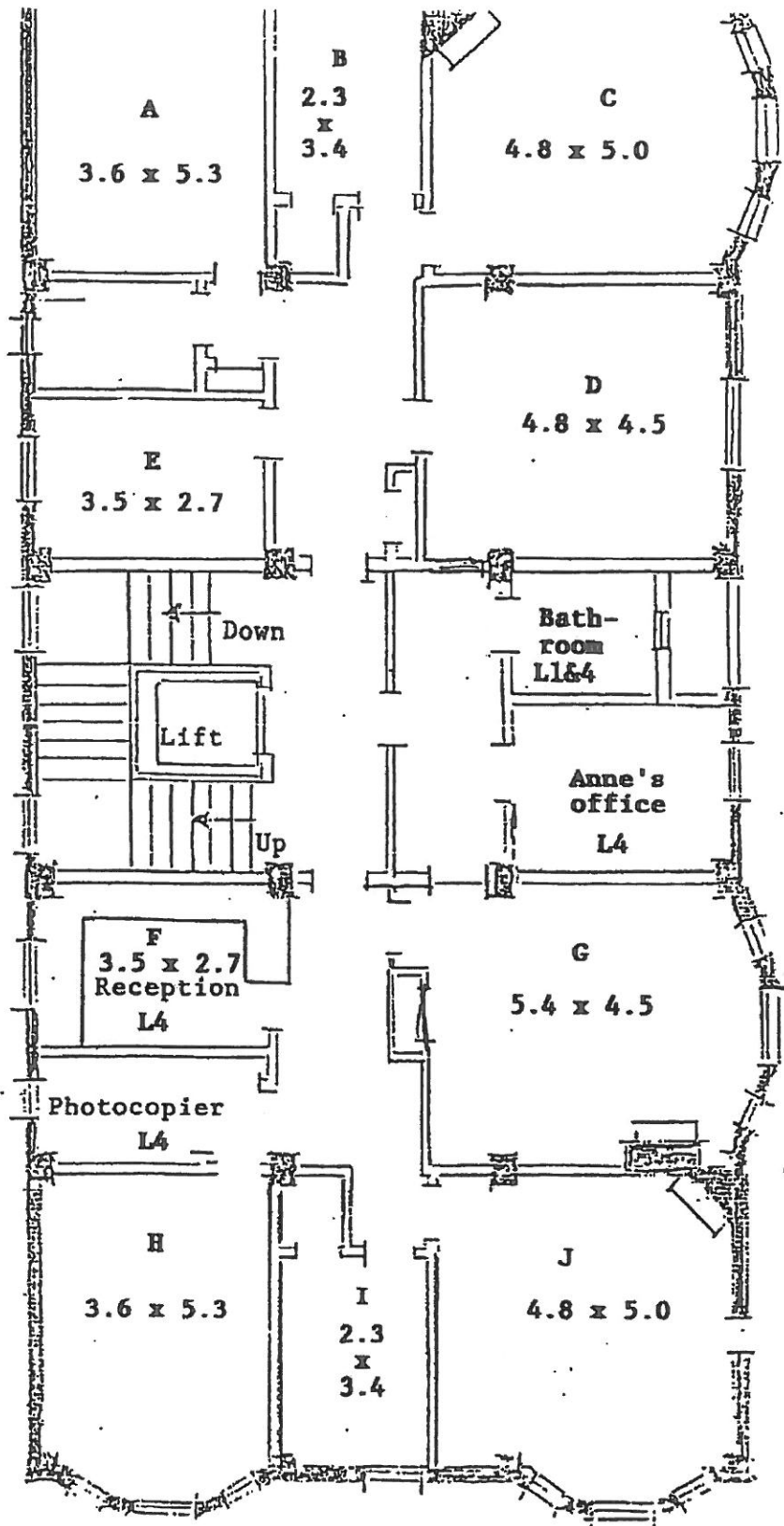
What's not included in the rent?

- We have a new, high tech 3CX telephone/secure wi fi system throughout the offices and there is a small monthly charge for the use of this. There are telephones in every office. The cost of outgoing calls is monitored and charged back to your account each month.
- Konica C280 colour photocopier/scanner - photocopying operates with a PIN number that is charged back to your account each month; scans are free.
- Car parks can usually be provided to tenants at a cost of \$250 per calendar month (including GST).
- Secretarial and office services - see below.

Support: A full range of secretarial and office support services is available. The management of the serviced office network and reception and secretarial support are provided by Anne White, who has specialised in legal work for over 20 years. With a background in Hansard, Anne provides a prompt, professional service and is accurate and fast with an extensive knowledge of spelling and grammar which is so important when working with legal documents and opinions. Anne's company Webtext Limited acts as a word processing hub for several barristers who email digital voice dictation files for transcription and return. As well as members of the legal profession, Webtext's clients include Government departments, large corporates, charitable organisations, small businesses and individuals.



West (motorway)
side



East (Terrace)
side

BRAEMAR OFFICE NETWORK
Level 4 Braemar Building
32 The Terrace, Wellington
Typical floor plan