



# **Hot Desk Licence**

Date of this Licence	("Commencement Date")			
Service Provider	MEPC Silverstone GP Limited (Company number 08623326) whose registered office is at Lloyds Chambers, 1 Portsoken Street, London E1 8HZ (" <b>We/Our/Us</b> ")			
User :	[ ] ("You")			
Facility	Silverstone Park Innovation Centre Hot Desk Area situated in Silverstone Innovation Centre, Silverstone Circuit, Silverstone, Northants NN12 8GX			
Service Description	Hot Desk Services at the Facility as detailed in the Terms and Conditions below ("the Services")			
Period	From the Commencement Date and continuing for [•] [[days] [months [[•] per week]] [year] (delete as appropriate).			
Fees and Payment Terms :				
		£ (excl of VAT) for single Hot Desk	£ Fees	
	Per 3 months (5 days per week)	400		
	Per 6 months (5 days per week)	700		
	Per year (5 days per week)	1,200		
	Per year (plus virtual tenancy agreement)	2,400		
	The Fee is payable monthly in advance on the first day of each calendar month by Standing Order with the first month to be paid in full at the date of this Licence.			
	If any future payment is not paid within 3 days of the due date then your right to access the Services will automatically end.			
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It is hereby certified between the parties that this Licence constitutes a revocable agreement for You to access the Services at the Facility and that such Licence confers no tenancy or security of tenure upon You and that possession of the Facility or the Common Areas and relevant hot desks is retained at all times by Us.

Signed for and on behalf of	Signed for and on behalf of	
MEPC SILVERSTONE GP LIMITED	USER	

### **TERMS AND CONDITIONS**

- In consideration of the relevant Fee You will during the Period be entitled to access the Services at the Facility, subject always to availability and during Normal Opening Hours. You shall also be entitled to access the Common Areas.
- You will have no right to any particular hot desk and We may relocate You to alternate hot desks within the Facility on reasonable notice.
- You will comply with all Statutes and insurance requirements We require as notified to you from time to time. You will also comply with any regulations We reasonably impose for the management of the Centre (including its car park) or the Estate whether arising from Our obligations to third parties or otherwise.
- You will comply with Our reasonable instructions issued from time to time regarding use of the Services as well as all applicable laws and contractual obligations concerning confidentiality and data protection. We will not accept any liability for breaches due to technological reasons outside Our control or breaches caused by You to third parties.
- You will not use the Facility for anything illegal, immoral or dangerous.
- You will not browse or download material of an illegal or offensive nature. This includes but is not limited to: copyrighted movies, music, or software, hacking/cracking material, or adult material. There are no exceptions to this.
- We will not accept any liability for Your actions at the Facility.
- We do not guarantee that access to the internet, or any content on it, will always be available or be uninterrupted. Access to the internet is permitted on a temporary basis. We will not be liable to you if for any reason the internet cannot be accessed by you through any fault outside Our control.
- We reserve the right to withdraw any of the Services from time to time for essential maintenance, repair or modernisation.
- 10. Refunds (or discounts) will not be given for unsuccessful attempts to connect to any external website or service. We provide an 'internet connection only' basis and are not responsible for any external web sites or services.
- 11. You will respect all equipment, fixtures and fittings in the Facility and keep areas clear of litter (and in the Centre more generally). You will be held responsible for any damage You cause and will keep Us indemnified against all loss, damage and injury of every description caused to Us or Our property, including any keys issued to You for use with portable pedestal units.
- 12. You will not do anything to threaten, injure or cause distress to any members of the Centre staff, tenants/occupiers of the Centre or the Estate, or other hot desk users.
- 13. We will not accept any liability for the loss, damage or theft of any of Your property brought onto the Facility. You are reminded not to leave any personal property unattended.
- 14. We will not be held responsible for any loss of profits, business, loss of data, information or any other consequential losses from the use of our Facility. It is Your responsibility to manage and accommodate for such risks.
- 15. CCTV recording may be in operation at all times around the Estate, the Centre and the Facility, and you consent to the personal details cited in this Licence may be recorded, captured and maintained.

  16. You are solely responsible for the terms of this Licence and it cannot be passed onto anybody else. The permissions
- created by this Licence are personal to you.

## **SERVICES**

#### Standard Services:

- Use of a single desk and chair in the Facility as allocated by the Service Provider from time to time.
- ii. Access to a standard 240 Volt / 13A mains power socket.
- Access to wireless broadband services. iii.
- Use of a lockable portable pedestal unit (keys to be returned to the reception desk at the Location). iv
- (For monthly and yearly usage) Membership of the Silverstone Park Social Committee. ٧.
- vi. (For monthly and yearly usage) Invitations to occupier networking events.
- Access to kitchen and washroom facilities located on the same floor as the Facility. vii.

## **DEFINITIONS**

Estate means Silverstone Park, Silverstone, Towcester, Northamptonshire;

Normal Opening Hours means Monday to Friday 8:30 am to 5:30 pm;

Centre: means Silverstone Park Innovation Centre, Silverstone Park;

Common Areas: means foyers, toilets, hallways, corridors and staircases within the Centre which are intended to be used in common by the occupiers of the Centre;