



dbc  
DOWN  
Business Centre



Down Business Centre  
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# Business Accommodation

**Down Business Centre offers a wide range of accommodation in Downpatrick.**

Our Centre is strategically located on the main Belfast/Downpatrick road and all accommodation is designed to meet the needs of new and expanding businesses. We provide tailor-made office and industrial workspace for small businesses offering offices ranging in size from 120 to 600 sq. ft and 35 Industrial units ranging in size from 459 to 1000 sq. ft. We have ample parking.

We offer:

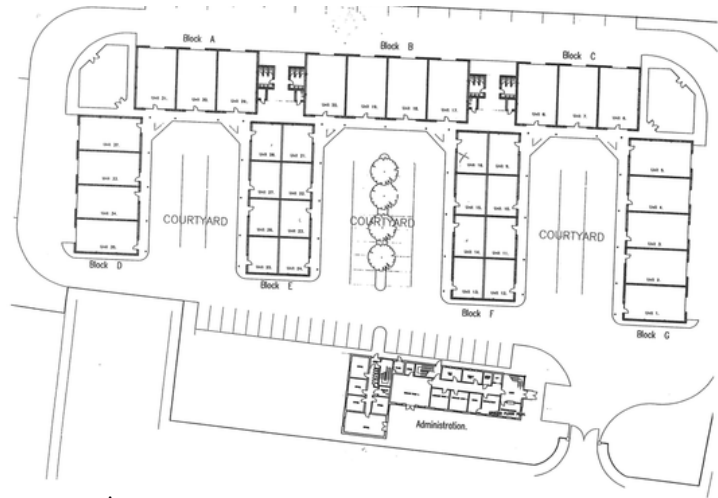
- Competitive rates
- Flexible unit sizes
- Adaptable units to suit a range of purposes
- Monthly license — no long-term commitment
- 24-hour access
- Reception Facilities
- Secure site
- Free on-site car parking

**Down Business Centre is a registered charity managed by a Board of Trustees.**



# Phase 1 Industrial Units

Units range in size from 459 sq ft to 1000 sq ft and we currently have 35 individual units suitable for both light industrial, service and office-based businesses. At any one time there are up to 50 businesses trading from the Business Centre in a range of industry sectors.



All units are self-contained and have their own access doors (roller shutters are standard for units more than 800 sq ft). Units below this size feature a PVC frontage.

The fit out of these units is a standard shell finish, however, on occasion we do have units that have amendments made by previous occupiers — these can include mezzanine floors, partitioned office spaces, PVC frontage etc.

## License Fee 2022/23

Unit type	Typical Annual Price per Sq Ft
Standard	£5.50
Enhanced	£6.25

## Utilities

Workspace Units are individually metered for electricity (single phase and three phase depending on the size of the individual unit) and cabled for telephone connection. Each licensee arranges supply directly with their preferred utility provider. B4B have installed high speed broadband connection within Centre.

## Rates

Rates are payable directly to Land & Property Services NI — average figures are provided below for reference only. More accurate figures can be obtained from the Rates Calculator [www.lpsni.gov.uk](http://www.lpsni.gov.uk)

Unit Size	Typical NAV
459 sq ft	£2,550
511 sq ft	£2,700
844 sq ft	£4,650
899 sq ft	£5,000
1000 sq ft	£5,500



# PURPOSE BUILT OFFICE ACCOMODATION – Knowledge House

Offices range in size from 121 sq ft to 370 sq ft. We currently have 9 individual purpose-built offices suitable for a range of uses.

Each office features the following: -

- Single phase electricity
- Telephone, data cabling
- Fully finished and carpeted suites
- Electronic security
- Shared Kitchen Facilities
- Shared Toilet Facilities

## License Fee

All offices are charged at £10.30 per sq ft per annum.

For example, 124 sq. ft will cost approximately £106.43 + VAT per month.

Office	Annual Price per Sq Ft
Standard	£10.30

## Rates

Rates are payable directly to Land & Property Services NI — average figures are provided below for reference only. These figures include the Small Business Rate Relief Discount. More accurate figures can be obtained from the Rates Calculator [www.lpsni.gov.uk](http://www.lpsni.gov.uk)

Office size	Typical NAV
163	£1,250
124	£990
124	£930
370	£2,800
163	£1,300
124	£1,000
124	£1,000
370	£3,050
121	£990



# PURPOSE BUILT OFFICE ACCOMODATION – Innovation House

Offices range in size from 297 sq ft to 601 sq ft. We currently have 17 individual purpose-built offices suitable for a range of uses.

Each office features the following: -

- Single phase electricity
- Telephone, data cabling
- Fully finished and carpeted suites
- Electronic security
- Shared Kitchen Facilities
- Shared Toilet Facilities

## License Fee

All offices are charged at £10.30 per sq. ft per annum.

For example, 297 sq. ft will cost approximately £254.93 + VAT per month.

Office	Annual Price per Sq Ft
Standard	£10.30

## Rates

Rates are payable directly to Land & Property Services NI — average figures are provided below for reference only. These figures include the Small Business Rate Relief Discount. More accurate figures can be obtained from the Rates Calculator [www.lpsni.gov.uk](http://www.lpsni.gov.uk)



## Terms & Conditions for Units & Offices

Units are offered by way of a monthly license. This means that the period of notice required to vacate a unit, irrespective of the length of time that unit has been occupied, is never longer than 30 days. This reflects the ethos of Down Business Centre which has been established to promote enterprise and support small business development.

Licensees will be required to provide references and details to enable a credit check to be undertaken. Please note for the purposes of preventing money laundering documentation proving identification is required from the named licensee.

The license fee is collected by monthly Standing order. A deposit equivalent to one month's license fee is taken at the outset of the license period and retained until the unit is vacated. This is refundable in full provided all obligations to LEO as the property owner have been met.

Consent must be obtained before making any alterations to units and full adherence to building control regulations is expected.

## Insurance

Licensees are required to have up to date public liability insurance.



# Down Business Centre Lease Application

<b>Name</b>	
Business Name	
Telephone number	
Mobile number	
Email	
Address	
Please describe the general nature of your business including m/f or service processes. Will you be using any hazardous materials or be generating any strong smells.	
Size of unit/office requested	
Signed	
Date	