



## YOUR WORKSPACE PROPOSAL

**CUBE WORKSPACE:** Morningside  
**SUBMITTED FOR:** Hashtag Viral  
**CONTACT PERSON:** Faheem Vally

**QU/8326**

**DATE:** 25th October 2018

**CONFIRMED OCCUPATION:** 1st November 2018

### YOUR WORKSPACE SOLUTION

Office Number 7  
 Occupants 1  
 Lease Term in Months 6  
 Occupation Date 1st November 2018

### FIXED MONTHLY RENTAL AND SERVICES

	Unit price	Qty	Total
Office Rental per Month			5,000.00
5 Free Boardroom hours per month	0	1	0.00
Beverage Fee	250	1	250.00
Cube Wi-Fi 2 mbps	320	1	320.00
Parking Reserved Basement	750	1	750.00
Telephone - Digital	350	1	350.00
<b>Sub Total</b>			R 6,670.00
<b>Vat 15%</b>			1,000.50

### TOTAL MONTHLY RENTAL

**R 7,670.50**

### ONCE OFF SET UP FEE

Access tags/cards/keys	200	1	200.00
Administration fee	650	1	650.00
Telephone - Digital	350	1	350.00
Workstation set up	850	1	850.00
<b>Sub-Total</b>			R 2,050.00
<b>Vat 15%</b>			307.50
<b>Total</b>			<b>2,357.50</b>

### UPFRONT DEPOSIT

One and half Month's Rental	7,500.00
<b>Total</b>	<b>7,500.00</b>

### FIRST MONTH INVOICE

Rental and services (incl. VAT)	7,670.50
Once off setup cost (incl. VAT)	2,357.50
Total Deposit	7,500.00

### TOTAL DUE BEFORE MOVE IN

**R 17,528.00**

### OUR BANKING DETAILS

Account name: Cube Workspace  
 Bank name: FNB  
 Branch name: Bryanston  
 Branch code: 250017  
 Account number: 62422925331  
 SWIFT code: FIRNZAJJ  
 Reference: Your Name / Office Number  
 Our VAT reg number: 4620265423

I hereby accept the above quotation:

Client

Client's signature

Date

This quotation is valid for 3 days. Securing of your office can only be done by signing the proposal and paying the securing amount in full.  
 From the 1st of April 2018 VAT will increase to 15%. This will affect the Total amounts.

CUBE WORKSPACE (PTY) LTD. www.cubeworkspace.co.za tel 086 111 2823 fax 086 725 4654 email sales@cubeworkspace.co.za

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