

# PRICE LIST FOR SHORT-TERM RENTALS

at the CompanyHouse Administrative Centre

## THE SPRING MEETING ROOM

Spring Meeting Room	AC CompanyHouse Clients*	External clients
This attractively-designed meeting room is situated on the 3 <sup>rd</sup> floor and offers capacity for 8 people. It is ideal meeting with your business partners.	Hour	€ 16 € 25
	½ day*	€ 50 € 75
	Full day*	€ 85 € 125
Meeting room equipment: High-speed internet connection, ISDN telephone line, whiteboard with markers, climate control.		

## THE SUMMER MEETING / CONFERENCE ROOM

Summer Meeting Room	AC CompanyHouse Clients*	External clients
This meeting room is reconfigurable according to your requirements and accommodates up to 30 people. It is suitable for conferences, seminars, workshops, press conferences and various sorts of meetings with a large number of attendees. The room provides optimal conditions to present your company and fully support your professional image.	Hour	€ 30 € 40
	½ day*	€ 90 € 120
	Full day*	€ 150 € 200
Meeting room equipment: Computer, high-speed internet connection, ISDN telephone line, LCD projector, projection screen, flip chart, whiteboard with markers, climate control.		

## THE AUTUMN MEETING ROOM

Autumn Meeting Room	AC CompanyHouse Clients*	External clients
This glass-walled meeting room offers capacity for 8 people and is ideal for executing contracts, conducting hiring interviews and another meeting in an undisturbed environment.	Hour	€ 13 € 20
	½ day*	€ 40 € 60
	Full day*	€ 75 € 100
Meeting room equipment: High-speed internet connection, ISDN telephone line, whiteboard with markers, climate control.		

## THE WINTER MEETING ROOM

Winter Meeting Room	AC CompanyHouse Clients*	External clients
This meeting room is situated on the 1 <sup>st</sup> floor and offers capacity for 16 people. This generous-spaced meeting room including also small vestibule. It is ideal for the round table conference.	Hour	€ 22 € 30
	½ day*	€ 65 € 90
	Full day*	€ 110 € 150
Meeting room equipment: High-speed internet connection, ISDN telephone line, whiteboard with markers, climate control.		

## WINE CELLAR

Cellar	AC CompanyHouse Clients*	External clients
This wine cellar beneath our administrative centre has its own, special atmosphere and accommodates up to 16 people. It is just the place for informal meetings of any sort.	Hour	€ 20 € 26
	½ day*	€ 60 € 80
	Full day*	€ 100 € 130

## FLY & WORK OFFICE

### Office

Rent of a fully-equipped office with two workstations and internet connection. Ability to use common amenities (multifunction printer, cafe, relaxation area, car park) and reception services.	Hour	€ 15
	½ day*	€ 35
	Full day*	€ 55

## ADDITIONAL SERVICES

### Reception and administrative support (1 person)

€ 7 / 30 min

English- and Slovak-speaking receptionists are available to welcome and introduce visitors professionally and in accordance with business ethics. As needed, they can provide administrative support in processing documents as well as with various office and administrative tasks (typing, scanning, faxing, paper shredding, preparing charts, telephoning and call connection, taxi and accommodation booking, etc.) during your meeting.

### Assistant services (1 person)

€ 15 / hour

The CompanyHouse administrative centre's staff will gladly provide assistance during your meeting (taking meeting minutes, various forms of record-keeping, providing for document notarisations, obtaining extracts from the Commercial Register, representation before local authorities, etc.). They are also available to at any time outside your meeting and will provide the services above as well a range of administrative and secretarial services.

### Refreshments

Individually priced

The CompanyHouse administrative centre features its own CompanyCafe located in the lobby area. Our pleasant staff will offer you delicious coffees and a wide range of beverages during your meeting. At your request, they can also provide a variety of refreshments (sandwiches, fruit, sweet and salty snacks). CompanyCafe also offers you a comfortable place in a non-smoking environment with Wi-Fi internet access for all types of informal meetings (open 8:00 am to 5:00 pm).

### Catering services

Individually priced

In collaboration with a catering company, we can organise various types of events at the attractive CompanyHouse administrative centre, according to your vision.

### Accommodation in apartment CompanyRoom

€ 50 / night

The CompanyHouse administrative centre offers overnight stays (1 or 2 persons) in a luxurious apartment in the centre of Bratislava as a convenient alternative to hotel accommodations for guests who prefer greater privacy and a tranquil environment.

### NOTES

\*Clients of the CompanyHouse administrative centre are persons or legal entities with a current contract for CompanyHouse services with CompanyService, s.r.o.

Standard operating hours during working days are from 8:00 am to 6:00 pm. Use of short – term rentals outside of established operating hours is subject to a surcharge of €4.00 / hr.

Services provided are payable based upon the issued invoice. Fees are charged for each hour or 30-minute block started.

Prices indicated do not include VAT. CompanyService, s.r.o. is a VAT payer.

Provided discounts of short – term rentals for half-day are calculated for 4 hours and full-day for 8 hours.

**Call us if you have further questions!**

**+421-2-3241 0070**

### CompanyService, s.r.o

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