

Regent Street Office Direct

Guide to Renting on Regent Street

May 2016



Who are we?

Regent Street Office Direct is a marketing and leasing team which undertakes the marketing and leasing of Regent Street's small offices on behalf of The Crown Estate's Regent Street Portfolio. The portfolio is owned jointly by The Crown Estate and Norges Bank Investment Management.

The team is focused on providing flexible leasing terms and cost certainty to its small office customers through its short form leasing agreement.

Simple, Flexible Lease

lease length

three years

breaks

any time with 6 months notice

rent

includes service charge and insurance

repair

put and keep in good repair and condition

Regent Street Office Direct

Number of Buildings: 30

Number of Offices: 400

Total Area: 225,000 ft²

Smallest Office: 70 ft²

Largest Office: 3,000 ft²



Service charges – what's included?

For customers who sign up to our short form agreement, service charge is included in the rent. The services vary from building to building but typically cleaning, maintenance, management, and security of the common areas are all included in the rent.

The main items which are excluded are those costs for maintaining the inside of your office you, VAT and business rates.

More information on business rates can be found at The Valuation Office Agency – www.voa.gov.uk.

Repairs, Maintenance & Management – who to call?

All of our buildings are managed by Regent Street Management Direct (RSMD).

RSMD operates a 24 Hour Helpdesk which you can contact on:

01480 484 351

