



SHINE

SERVICED OFFICE SPACE

ENTERPRISE SERVICED OFFICES

Networking for Business Success



Near BTS, MRT, Fully Furnished, High Speed Internet, 24 Hour Meeting Rooms Usage



159 Serm-Mitr Tower
Asoke Montri Road,
Klongtoey Nua, Wattana,
Bangkok 10110



Email : sales@shinei-office.com
Website : www.shinei-office.com
Facebook Shinei office
Line : @shinei-office



Tel : (+66) 02-180-6147
Fax : (+66)02-180-6137
Mobile : 091-872-5461



OFFICE OVERVIEW

Office Opening Hour

24 Hours, 365 days a year (card access)
* 24 hours security at building and office entrance.

Reception & Support

Monday – Friday : 9:00 – 18:00
* Provide secretarial services, visitor screening, visitor greeting

Air-conditioner

Monday – Friday 8:00 – 18:00

* After hours operation may attract an additional charges

Co-working Space

Monday – Friday 9:00 – 18:00



Security System

24 hours security staff and card access at all building and office entrances

Office Furniture

Our offices are fully furnished. Tables, chairs, drawers. Clients can change layout as clients like. Personal furniture can be incorporated

High Speed Internet

Wi-Fi and Lan are available throughout the office rooms and common area. Internet speed up to 100Mbps.

Meeting Room

24 hours conference rooms are available for reservation.

Multifunctional Printer

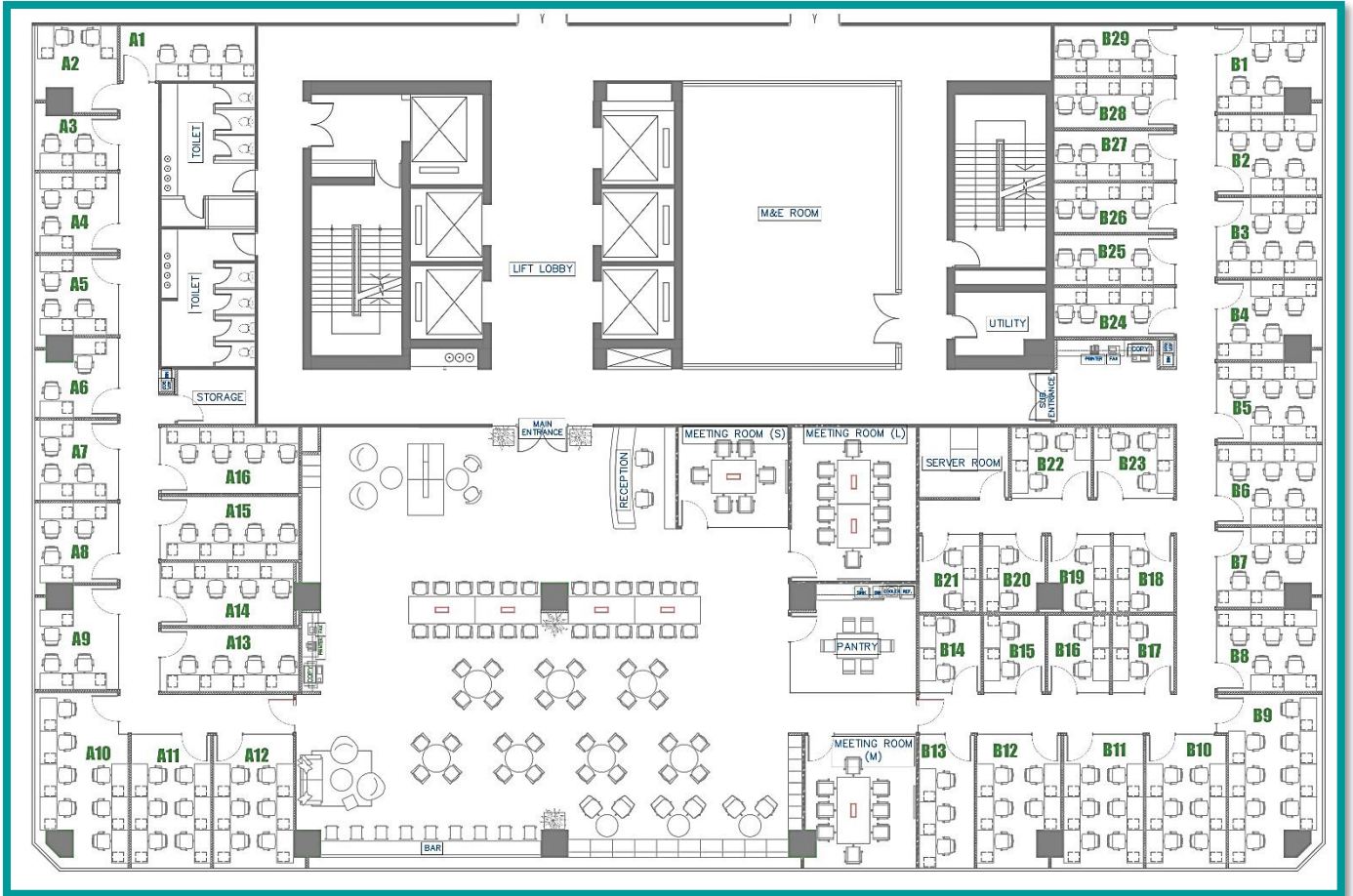
Shredders and multifunction printer with copy, fax and scanning are available in the common area.

Pantry

Large pantry designed to support our clients. Complimentary snacks and beverages (water, coffee, tea) are available for your consumption



Layout & Pricelist



** Various prices depend on room type and position.

Corridor side and window side rooms are available to accommodate different client 's needs.

PRIVATE ROOM

Start at	2 Pax	3 Pax	4 Pax	5 Pax	6 Pax	7 Pax	8 - 9 Pax
Monthly	11,500	16,000	24,000	35,000	42,000	48,000	55,000

*** The prices mentioned above are for 1 year contracts. For short term rental, please contact our friendly staff for more details.

Note

- * Co-working space users are sharing space with other tenants. Please take care of your personal belonging.
 - ** Monthly, 10day,15 day pass ticket for Co-working space package are attached with a copy&print B&W 5 pages /day and a meeting room usage. Meeting room duration is dependent on the package you choose.
- For more information please contact SHINE-I friendly staff.

CO-WORKING

DAILY OFFICE	300 THB/day
Monthly	5,500 THB/Month
10 Day Ticket	2,300 THB (1 month duration)
5 Day Ticket	1,200 THB (1 month duration)



OPTIONAL SERVICES

Additional services are available upon request.
A 5% service charge and a 7% VAT fee will be add on top
the usage fee

◆ INTERNET

FIXED IP	700 THB/month (Initial set up fee is dependent on IP provider)
----------	---

◆ TELEPHONE

PHONE NUMBER	700 THB/month
--------------	---------------

◆ CONFERENCE ROOMS

MEETING ROOMS	S 350 THB/Hour
	M 500 THB/Hour
	L 600 THB/Hour

◆ PARKING

CAR	3,000 THB/Month
MOTORBIKE	500 THB/ Month (Down payment of 6 months required up front)

◆ PRINTER & FAX

BLACK	3 THB/PAGE (A4), 5 BAHT/PAGE(A3)
COLOUR	5 THB/PAGE (A4), 7 BAHT/PAGE(A3)
FAX	6 THB/PAGE
SCAN	FREE

◆ OFFICE NAME PLATE

COMPANY NAME	1,000 THB (1 TIME PAYMENT)
--------------	----------------------------

Agreement Overview

FIRST PAYMENT

- 1 Month payment in advance will be required as a deposit
- 1 Month payment in advance for a rental fee

ROOM RESERVATION

- Clients can reserve an office room for 2 month by paying 1 month deposit

TERMINATION

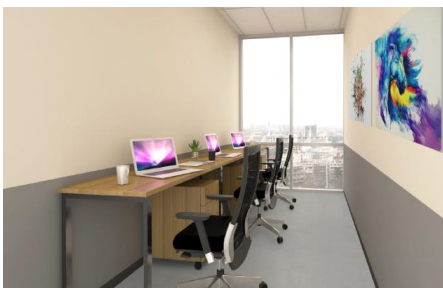
- A two month cancellation notice is required in order to terminate all contracts after the first contract has expired. We apologise for any inconvenience

BUSINESS REGISTRATION

- A minimum 1 year office contract is required to use our address business registration

RETURN DEPOSIT

- We will return the deposit to the clients after the contract has expired and the clients have moved out. Restoration costs and other costs that the clients have not paid will be taken from the deposit.





159 , 23rd Floor
Serm-Mitr Tower
Asoke Montri Road,
Klongtoey Nua, Wattana,
Bangkok 10110



Tel : (+66) 02-180-6147
Fax : (+66)02-180-6137
Mobile : 091-872-5461



Email : sales@shinei-office.com
Website : www.shinei-office.com
Facebook : Shinei office
Line :@shinei-office

WWW.SHINEI-OFFICE.COM

