

Q. What is the difference between a business centre and a business incubator at TEDCO?

Whilst all of our sites offer purpose built facilities on flexible terms with award winning customer service, at our Business Incubator sites there are additional services available that have been specifically designed to encourage your business to grow.

Q. How can I rent space at TEDCO?

We invite anyone who is interested in taking space at one of our centres for a tour to see the range of services and facilities we have available. At our Business Incubators, your business will need to meet certain criteria and demonstrate your aspirations for growth. We assess this through an interview with the Incubator Manager.

If TEDCO is the right environment for you, then you will sign our rental agreement (the Licence Agreement). You will also need to pay the current month's rental fees (Licence Fees) before you move in.

Q. Is there a deposit to pay?

Yes, your deposit would be the equivalent of one month's Licence Fee, there are also key deposits to pay and these are both payable prior to moving in.

Q. What does my Licence Fee include?

Your Licence Fee would be payable to TEDCO by Direct Debit and at all sites would include:

- The rental of your office / unit space.
- Our Growth and Development service.
- Reception service.
- Use of all common facilities.
- Cleaning, heating and lighting of all common areas.
- Waste Management services, including recycling facilities.
- 24 hour access, 365 days a year.
- Free internet access in our reception areas.

Q. Are there any other costs?

There are additional services available at TEDCO, such as photocopying, faxing and postage, which do have a charge associated with them. More details of the services and costs are available from the individual centres.

Your business will need to provide us with verification of Public Liability Insurance and also any special insurance your business operations may dictate.

All office units have an electric heater and your usage would be billed to you on a quarterly basis. Local Authority Business Rates would also be payable directly to Northumberland County Council.

Berwick WorkSpace FAQ's



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Q. How long am I committing myself for when I sign the Licence?

We have flexible terms at Berwick WorkSpace, we require only one full months written notice to cancel a Licence Agreement.

Q. How long can I stay at a TEDCO Business Incubator?

Our Business Incubators aim to encourage and support your ambitions for growth. As long as your business is growing or has active plans to grow you can continue to operate from our Incubator. Unless of course you have grown too big for us. You can have a maximum of 2 units and we have a variety of office sizes (up to 59 m²), but when you need more than this we will help you move on to bigger things.

Q. Are telephones and broadband included?

At Berwick WorkSpace each individual office is pre-cabled with Cat5 structured cabling and are ready for telephones and a broadband connection and we can assist you in sourcing a provider of these services. However, TEDCO do not currently supply telephone and broadband services.

Q. Is parking available at your centres and is it free?

At Berwick WorkSpace, we have an allocation of 2 disabled parking spaces on the site, which are approximately a 50m walk from the main entrance. There is no other on-site parking, but due to the prime location, any of the town centre car parks are within a short walking distance. The nearest car park is on Walkergate or Church Street.

Q. How do I find you?

Our centres are located centrally with easy access to public transport alternatively click on the how to find us section.

We have attempted to answer some of the likely questions you may have. However, if you have any centre specific questions, please do not hesitate to contact us.

managed by  TEDCO

Berwick WorkSpace, Boarding School Yard, 90 Marygate, Berwick upon Tweed, TD15 1BN