



Checklist office accommodation

N O	COMPULSORLY DOCUMENTS	TICK YES	TICK NO
1	The Landlord will be required to provide the office layout and partitioning of 142m2		
2	5 individual office		
3	01 boardroom		
4	1 individual storeroom for filing and storage		
5	01 kitchen		
6	Entrance with reception area		
7	Bathroom /toilets for male & female separately to accommodate staff compliment		