



Sycamore House  
Bristol

## Sycamore House - Rent Options and Booking System

### **Fees and Bookings**

All fees are to be paid into the Sycamore House accounts by the 1st of the given month:

#### **Please make payments to**

Sycamore House Bristol

Natwest

Account Number: 17671094

Sort code: 52-10-48

Ref: Please use your surname as a reference.

### **Ad-hoc and block bookings**

It is possible to start using the rooms at SH for as little as 4 hours a month (i.e. one session per week). This gives you the freedom to begin your practice and to manage the time when you want to use the rooms. Ad-hoc bookings and additional hours can be booked via the online booking system – user information included on separate instructions.

#### **Basic membership:**

Includes 4 flexible ad-hoc hours per calendar month **£36 per month**

**Additional ad-hoc session:**                    **£8.0/session** – these hours will be invoiced at the end of the month and payable within 14 days of receipt of invoice.

Any cancellation of additional ad-hoc hours required a 24-notice period. Less than this and the booking will be charged.

#### **Block of consecutive session hours:**

<b>3 hours block</b>	<b>£7.5 per hour in block</b>	<b>£97.5 /month</b>
<b>4 hours block</b>	<b>£7.25 per hour in block</b>	<b>£125.70/ month</b>
<b>5 hours block</b>	<b>£7.0 per hour in block</b>	<b>£151.7/ month</b>
<b>6 hours block</b>	<b>£6.50/ 7 per hour in block</b>	<b>£182.0/ month</b>



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*If you were interested in renting a room on a day basis please contact Kirsti or Pavla for more information.*

There is a 15-min changeover time between ad-hoc and block session. These are not to be used for clinical work and are there to give practitioners time to pack and vacate the room and for the next practitioner to set up and settle in the room.

If you have been using a room at a regular time on an ad-hoc/hourly basis and we receive a request for a block booking by another practitioner, you will be given a first refusal for the block booking. If you choose not to go for a block booking, the practitioner will have the priority with notice period of one month.

Termination of practitioner's agreement is one full months' notice.

### **Fee revisions**

Sycamore House holds the right to revise the fees and terms of the practitioner's agreement. A notice period of three months in advance, where possible, will be given of any changes or amendments to the practitioner's agreement.

### **Missed Payments**

Payments are due on the first of the month. If you miss your payment you will receive a gentle reminder of your outstanding bill and will be asked to settle your account. If payment is not received within 14 days of the due date a fee of £50 will be charged to your account. The outstanding amount will need to be settled by the next payment date. Failure to do this will result in the account being closed and the agreement being terminated.

In exceptional circumstances SH reserves the right to negotiate beyond this time frame.

### **Third Party Inquiries**

In the case of any third-party inquiries please direct them to the managers of Sycamore House.

Thank you.

### **Website Listing**

If you would like to add your profile to the SH website, please supply a current photography and the text you would like us to use. Please be mindful of advertising standards when doing so.

It is possible to amend your profile and this can be done by emailing Pavla or Kirsti.



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Website listing is included in the price of the room rental.