



## About Us

MEA House is a landmark office building in the heart of Newcastle City Centre. It is owned and operated by The MEA Trust, a registered charity and originally opened in 1974 and underwent a full refurbishment in 2000.

The building provides high quality, fully accessible, affordable office accommodation for charities, Community Interest Companies, Industrial and Provident Societies and other forms of social enterprise at below market rates.

## Accommodation

We can offer a variety of suites from 62 sq ft upwards as per the attached schedule.

The accommodation is ready to move into. The building has comfort cooling and is fully DDA compliant throughout. There is a fully fitted kitchen and accessible toilets on each floor together with external and internal CCTV.

### *Opening Hours:*

Monday to Thursday: 07.30 to 21.00  
Friday: 07.30 to 18.00

## Occupation Arrangements

Flexible leases are available to suit an ingoing tenant's needs. There is a standard lease in place to minimise any delays and there is a one off administration fee of £500 plus VAT to cover the cost of setting up the new lease.

## The Costs

The total occupational costs are based on £5 psf for rent and £9.37 psf for the service charges plus VAT. The service charge component includes heating and lighting, cleaning and repairs to common parts, on-site management and building insurance (but not contents insurance). The service charge component of the cost is reviewed every year and adjusted depending on actual expenditure. A refundable deposit equivalent to three months' rent plus VAT will also be payable.

## Meeting Rooms

Tenants at MEA House benefit from the free use of the six superb fully fitted, wi-fi enabled meeting rooms which are located on the fifth floor with panoramic views of Newcastle City Centre. Tenants have priority booking up to 12 months in advance. MEA House is also pleased to offer a 100 person Auditorium on the ground floor which is available for hire at competitive rates, and discounted for tenants.





## Car Parking

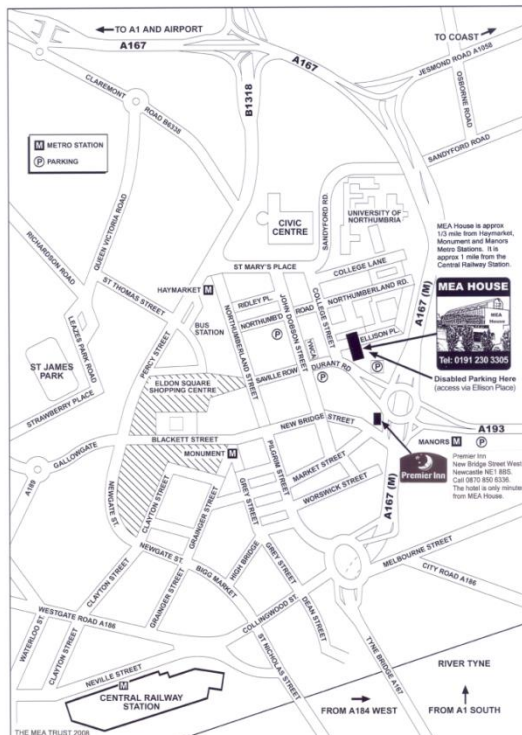
There are four car parking bays for the disabled next to the entrance for MEA House visitors. MEA House directly adjoins the Ellison Place surface car park which has 119 spaces. There are also designated bays available to MEA House tenants who purchase a parking permit from Newcastle City Council who will benefit from a further discount as a MEA House tenant.

## Repair

Tenants are responsible for keeping the internal premises in a good state of repair and will be required to hand back the premises in no worse condition at the end of the lease. A simple schedule of condition will be prepared at the outset to record the condition.

## Location

MEA House is centrally located in Newcastle City Centre, close to the central motorway, John Dobson Street and behind Northumbria University in Ellison Place. Manors, Monument and Haymarket Metro stations are equidistant and Newcastle Central Station is about a 15 minute walk away.



## Internet and Phones

Tenants can install their own phone and IT systems, or alternatively, MEA House can offer a direct dial phone number so that tenants can be up and working straight away for a monthly charge from £30 plus calls plus VAT.

Superfast broadband is provided by NTE Ltd. and is available for a monthly subscription \*\*\* depending on the number of users:

1-5 users	From £25 + VAT per month
6-10 users	From £35 + VAT per month
10+	From £60 + VAT per month
1:1 10 Mbps uncontended	From £80 + VAT per month

\*\*\* Installation charges may apply

Prices are reviewed on an annual basis.

## Viewing

Please contact either Chris Pearson at

Gavin Black & Partners  
184 Portland Road  
Jesmond  
Newcastle Upon Tyne  
NE2 1DJ

Tel: 0191 230 2777

Email: [Chris@gavinblack.co.uk](mailto:Chris@gavinblack.co.uk)

## Or contact

Ann Wynn  
The MEA Trust Director  
The MEA Trust  
MEA House  
Ellison Place  
Newcastle Upon Tyne, NE1 8XS  
Tel: 0191 255 1901  
Email: [ann.wynn@meatrust.co.uk](mailto:ann.wynn@meatrust.co.uk)

*Note: All figures shown correct as at September 2017*



## MEA HOUSE CURRENT AVAILABILITY

	M <sup>2</sup>	Sq ft
2 <sup>nd</sup> Floor 2.17 – 2.25	294.7	3,172 *
Ground Floor G.06 UNDER OFFER	24.42	263
Ground Floor G.11	13.98	150
Ground Floor G.16	5.72	62
Ground Floor G.21 (Storage)	10.34	111

\*Fully divisible into smaller suites.



## MEA HOUSE TENANTS



**BRITISH DEAF  
ASSOCIATION**



**NORTHERN LADIES ANNUITY  
SOCIETY**

**NEWCASTLE SOCIETY FOR BLIND  
PEOPLE**



**THE ROTHLEY TRUST**



**NEWCASTLE  
WOMEN'S AID**