

Brochure 2024

www.obsidianoffices.net

Serviced Offices

Meeting Room Hire

Virtual Offices



obsidian

Innovate with Integrity, Thrive in Exclusive Excellence



Professional Office Space

Our Serviced Offices come in many shapes and sizes so that we can provide the right office space for your company.

All office space comes with furnishing options depending on your needs, free Internet connection and the use of facilities within the building.

We pride ourselves on our flexible work-space and dependable service, which will allow you to use as much or as little of our services as you require. Obsidian Offices are here to help you make the most of your business and we want your time with us to be as enjoyable as possible.

When starting-up, traditional office space can be daunting to say the least. There are so many aspects that will require your full attention, therefore taking a short-term serviced office where the space can grow with you could be the perfect solution for your company. The added benefit of having virtual office services and administrative support at your fingertips; allows you to concentrate on the growth and development of your business.

From £140.00 per month...



www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

- Desk
- Chair
- Cleaning
- Heating
- Lighting
- Air Conditioning
- Parking
- 24 Hour Access
- Reception Services
- Kitchen Facilities
- Registered Business Address
- All Business Correspondence can be Received on your Behalf
- Parcels Received on your Behalf
- Access to Meeting Room Facilities
- Access to Network Printer
- Access to Telephone Answering Services
- Access to Administration Support

What do I get with a Serviced Office?



Offices available for
1 - 10 people



Optional Extras

HiHi2 Handsets available
from £10 per month



Superfast Fibre Internet
available up to 1GB



www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net



The service delivered by the staff at Obsidian is second to none!
The reception team are some of the most professional and helpful I have dealt with and it is always a pleasure to work with them when running training courses or booking out rooms.
Nothing is too much trouble and the ladies on reception consistently go above and beyond to help.
Keep up the good work!

Stephanie Leese, GroundWork

This is the best virtual service I've ever used. The staff are always helpful and courteous to all my clients. They go to the extra mile to provide thorough and useful messages to myself. This has definitely led to a more successful business and a higher rate of securing appointments.



James McLachlan, M-Survey



We are very pleased with the service that Obsidian Offices provides. the staff are very professional, helpful and friendly. the meeting rooms themselves are very comfortable and quiet. I would have no hesitation in recommending Obsidian Offices to any business.

Terry Phillips, Phillips & Co

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

Meeting Room Hire

Obsidian Offices provides the perfect environment for your meetings, meeting room hire in Chester needn't be met with trepidation. We have 2 rooms to choose from, each creating a different atmosphere to suit the tone of your meeting; formal or informal, big or small, training or appraisal.



With a convenient Chester location, free onsite parking and a receptionist to greet your visitors it will create the professional image you need. All rooms come with Wi-Fi and water as standard and refreshments and lunch can be provided as and when you need them. Give your clients the right impression of your business from the beginning and ensure your meetings go smoothly, every time.

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

Daily Desk

Private Office Hire doesn't have to cost the earth. Obsidian Offices provides a professional and convenient flexible option for you to utilise once a week, once a month or just when you're having one of those weeks where you don't seem to be getting anything done!



The office is available to book by the day, all you need to bring is your laptop and we take care of the rest. Fast internet is included in the cost of the office so your online meetings can go ahead without disruption.

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net



Full professional video conferencing facilities available to connect you with the rest of your team

Russell Suite

- Formal Meetings
- Training Sessions
- Presentations
- Board Meetings
- Staff Meetings
- Strategy Meetings
- Conference Calls
- Video Conferencing

www.obsidianoffices.net

01244 394 200

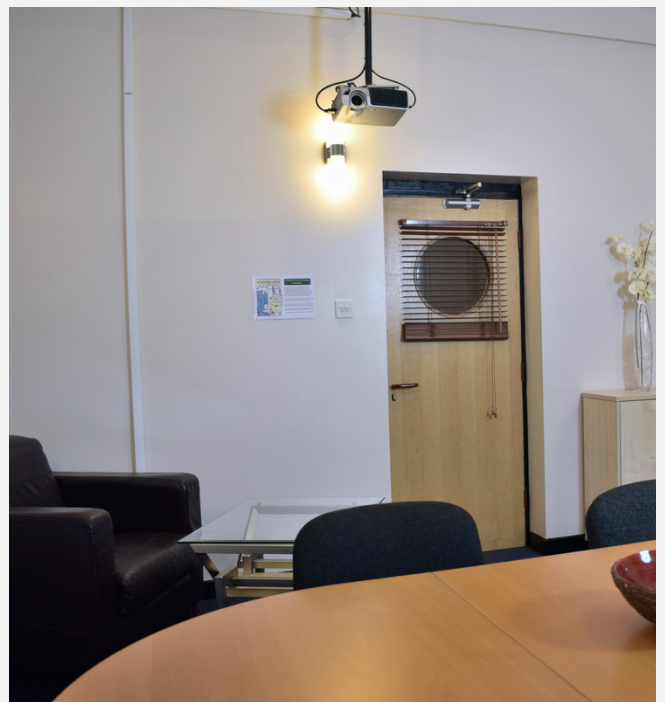
enquiries@obsidianoffices.net



Engracia Suite

- Formal Meetings
- Discussing any HR Matters
- Interviews
- Staff Meetings
- Photo Shoots
- Strategy Meetings
- Looking through drawings or plans
- Presentations

from £20.00 per hour



www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net



Ricard Lounge

- Informal Meetings
- One-to-ones
- Making Private Calls
- Discussing any HR Matters
- Interviews
- Appraisals
- Counselling sessions

from £15.00 per hour



www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

What is a Virtual Office?



A Virtual Office in literal terms means that you have an office address, an office number and a Virtual Receptionist with us but you don't have a physical office space at Obsidian Offices. You have the option to hold meetings, using one of our Meeting Rooms, which can further reinforce the illusion that you have a physical office. It provides the perfect corporate image through a completely virtual presence. A professional and welcoming image is projected to your customers over the phone through our fully staffed reception desk.



We came to Obsidian as they're perfectly located for us and they offer a range of services we can pick and choose from/bolt on as and when needed but we've stayed for the quality of service; they're big enough to handle anything and small enough to care.

One example being that they kept an eye out for receiving our google verification code in the post while I was on holiday and emailed the code through to me as soon as it arrived so we didn't miss the deadline for verifying our profile address; add in the 'keep in touch' contact through the COVID-19 and you know you're more than an invoice to them

Charles O'Kell, UK Pro Build

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net



Why use a Business Address?

A Business Address provides a professional image which inspires confidence in customers and suppliers and gives you the practicality of having a physical location

How our Business Address Works

Advertise and use our address as your business address

You may use the address as your registered business address with Companies House and you can use the address on your stationary, email signatures and online directories

Your own Personal Assistant will handle your mail

We email you a summary of what has arrived each day. We can accept large deliveries on your behalf which can be held for collection

You decide what you want to do with your mail

We can scan the contents of your letters to be sent to your email or online storage, we can hold your mail for collection or we can forward all or specific items of mail to your home address as and when you want us to



**from £45.00
per month**

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

How our Telephone Answering Service Works

Divert your calls to us

You can divert all business calls to us, or if after a certain amount of rings you do not pick up, we can answer the call so that your customers can always talk to someone

Our Receptionist will greet your callers

When a caller rings your unique number, our Receptionist will answer in your company name, finding out all the information you require

We deal with your calls

We can transfer calls to your office or mobile, or we can simply take messages for you. Whatever you need us to do from taking orders, booking in appointments to scheduling engineer visits, tailor this service to the needs of your business.

We can forward on any messages to you

We can forward any messages via email, text message or WhatsApp, or we can verbally relay the message on a call. Our business is built on customer services, we are not a call-centre, we understand the needs of your business

**from £70.00
per month**

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net



From welcoming our guests to handling our calls, the service we have received over the years from Obsidian has been efficient, friendly and nothing short of superb.

We have recommended their services – ideal for both established businesses and for start ups – to many of our clients.

Simon Davies, Roodee Web Design

Find the Right Package for Your Company

Business Address Mail held for collection	Business Address with Mail Forwarding	Answering Service Telephone Answering Only	Business Plus Combined Package <small>POPULAR</small>	Business Plus with Mail Forwarding
£ 45 ⁰⁰ Monthly	£ 70 ⁰⁰ Monthly	£ 70 ⁰⁰ Monthly	£ 85 ⁰⁰ Monthly	£ 110 ⁰⁰ Monthly
✓ Registered Address	✓ Registered Address	✗ Registered Address	✓ Registered Address	✓ Registered Address
✓ Companies House	✓ Companies House	✗ Companies House	✓ Companies House	✓ Companies House
✓ Mail Handling	✓ Mail Handling	✗ Mail Handling	✓ Mail Handling	✓ Mail Handling
✓ Email Summaries	✓ Email Summaries	✗ Email Summaries	✓ Email Summaries	✓ Email Summaries
✓ Receive Parcels	✓ Receive Parcels	✗ Receive Parcels	✓ Receive Parcels	✓ Receive Parcels
✓ Virtual Receptionist	✓ Virtual Receptionist	✓ Virtual Receptionist	✓ Virtual Receptionist	✓ Virtual Receptionist
✗ Scanning	✓ Scanning	✗ Scanning	✗ Scanning	✓ Scanning
✗ Mail Forwarding	✓ Mail Forwarding	✗ Mail Forwarding	✗ Mail Forwarding	✓ Mail Forwarding
✗ Telephone Number	✗ Telephone Number	✓ Telephone Number	✓ Telephone Number	✓ Telephone Number
✗ Call Handling	✗ Call Handling	✓ Call Handling	✓ Call Handling	✓ Call Handling

www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

Administration is an important part of any business, however there are times when it gets pushed to the bottom of your priority list

As more important things come up day-to-day they often take precedence over the admin task that have been on the bottom of your list for weeks. Obsidian Offices has the perfect solution for this. With our Administrative Services you can use us on an ad-hoc basis as and when you need us, for £20 an hour we can help with those boring tasks and help get your list that little bit smaller!

Word Processing



Diary Management



Printing & Scanning



Customer Services



www.obsidianoffices.net

01244 394 200

enquiries@obsidianoffices.net

Why Choose Obsidian Offices?

- ✓ Flexible Contracts from 1 month
- ✓ Professional Meeting Rooms
- ✓ Telephone Answering Service
- ✓ Reliable and Fast Fibre Internet Connection
- ✓ Fully Serviced



Want to find out more?

Visit: www.observianoffices.net

Or Call 01244 394 200 to talk to a member of our team



Obsidian Offices came highly recommended to us when we were looking for new premises and they have certainly proved their mettle. The well maintained facilities are modern and welcoming and we are very happy with the services provided by the staff, who are efficient and friendly. With IT services and meeting rooms in the building, what more could we ask for?

Renee Van Der Laan, Chesterman Swann & Co

www.observianoffices.net

01244 394 200

enquiries@observianoffices.net



Bring your business dreams to
life...

obsidian

Innovate with Integrity, Thrive in Exclusive Excellence

CHANTRY COURT
CHESTER
CH1 4QN
01244 394 200
enquiries@obsidianoffices.net
www.obsidianoffices.net

