

Snowy Enterprise Centre Facilities and Services

- Office Accommodation including:
 - reception
 - telephone answering
 - access to office equipment and technology
- Secretarial, secretariat and bookkeeping services
- Training and Meeting Room Hire
- Industry, Business & Economic Development Consultancy Service
- Modern Technology Equipment Hire

BEC Programs and Workshops

- Small Business New Start Program
- Small Business Planning Program
- Business Coaching Program
- Business Incubator Program
- Snowy-Monaro Small Business Growth Program
- AussieHost Customer Service Workshops
- Cooma-Monaro Growth Strategy Program



S N O W Y ENTERPRISE C E N T R E

Office Accommodation

Information Brochure



Snowy-Monaro BEC

38 Bombala Street
Cooma NSW 2630
Phone: 02 6452 5392
Fax: 02 6452 5393
Email: info@snowybec.com.au
Web: www.snowybec.com.au

Our Mission: To encourage, facilitate and support the establishment and development of sustainable industry and business in the Cooma region.

Office Accommodation and Business Incubation

The Snowy Enterprise Centre has office accommodation available for both long and short term contracts for internal and external tenants. Some tenants join the Centres' Business Incubation Program that offers a range of support and development services.

Long & Short Term Office Accommodation

For those people looking to start their own business, move their current home-based business into a professional office environment, or grow their business in a supportive environment.

Facilities and services available to Office Tenants are:

- Reception, telephone answering, mail collection / distribution services, car parking space, kitchen facilities and free access to the meeting room for 8 hours a month.
- Access to a range of equipment at usage rates: phone system, fax, internet (ADSL or dial-up), photocopier, multimedia projector, free-to-air TV, binding machine and other equipment.
- Secretarial, secretariat and bookkeeping services at a fee.
- Office furniture can be supplied by the BEC for a fee.
- Free access to the business coach as part of the Business Incubation Program.



A typical office

External / Virtual Accommodation

This is a great option for those in business who don't want a permanent office. They may be out and about with their clients on a regular basis, but still need the option of office availability from time to time. The business may have regular client appointments and would like the option of an office in a professional atmosphere.

The available facilities and services include:

- Reception, telephone answering, mail collection / distribution services, car parking space, kitchen facilities and free access to the meeting room for 8 hours a month.
- Access to equipment and technology (usage charges apply).
- Secretarial, secretariat and bookkeeping services available on a fee for service basis.
- Free access to the business coach as part of the Business Incubation Program.



Meeting Room available free for 8 hours a month, for internal & external tenants.

Should you be interested in viewing the Centre and its available offices, call the Centre on 6452 5392.