

Company : _____

Cell Phone : _____

Website : _____

Email : _____

Completion or acceptance of suite401 membership application does not create a tenancy but a prepaid usage license to use the provided amenities on a monthly basis. This license may be renewed each month or after the prepaid number of months.

The Acceptable Use Policy (AUP) must be adhered to at all times. Failure to follow the AUP can result in non renewal or even early termination of the usage license.

I agree to the suite401 AUP listed in this membership application which is in place for all members. I understand that they may be updated from time to time.

Signed : _____

Name/Title : _____

Date : _____

Summary of Membership types:

Resident: This membership provides full access to all amenities and includes a desk/office permanently assigned to you. You can work as much or as little as you want and use all the services and amenities provided as much as you want (within reason). Special arrangements for Saturdays may be requested and are subject to approval.

Nomad: This membership provides full access to all amenities but without a desk/office permanently assigned to you. This is a shared model and during working hours it is expected that you will be utilizing any available, non-resident desk. You can work as much or as little as you want and use all the services and amenities provided as much as you want (within reason). Weekends are off.

Drop-in: A Drop-in Day Pass grants the purchaser in-and-out access during that day only, and access to power and WiFi. Drop-in Day Passes are only available as space allows, and you'll need to accept the AUP and pay a daily rate. Weekends are off.

Office timings: The office timings applied to all memberships types are 9.30 a.m. till 7 p.m. on weekdays.

Membership type Resident Nomad Drop-in

Period of membership ____ day(s) ____ month(s)

Commencement of membership ____ ____ ____ (dd/mm/yyyy)

Number of locations selected _____

If resident, selected location _____

Cost for selected location Rs. _____ per day month

Total cost for membership Rs. _____

Paid through Cash Cheque _____ (details)

Any additional requirements _____

Dated _____

Acceptable Use Policy

Services are being provided by suite401 acting by and through The Flagship Group.

Acceptance of Terms: Completion of this application form acknowledges the acceptance of the Use of Service and/or the Acceptable Use Policy by the applicant.

Quiet Enjoyment: All members and guests have the right to quiet enjoyment and any behavior that breaches this will not be condoned.

Open Environment: This is an open office shared by many different persons and organizations. Anything said should be expected to be heard by others whether you like it or not.

Internet / Network Usage: No spamming, posting or downloading files that you know or should know are illegal or that you have no rights to, or accessing any other device connected to the suite401 network or the Internet you do not have permission to access. Usage of Internet for heavy downloading / uploading is not condoned and as such any acts which may affect the quality / usage of the service for other users would not be tolerated.

Liability: All members and guests are responsible for their own belongings and actions. Should any action or inaction cause damage or cost to suite401 then that cost will be levied to that member or members.

Items / acts not allowed: suite401 is a completely non-smoking zone. Any form of drugs, alcohol, firearms are not allowed. Pets are not allowed. Any act that may damage anything in suite401, or create a disturbance for other users would also not be tolerated.

Guests: Any guests must be accompanied by a member at all times. A guest must be listed in the Guest Register before using any of the amenities. The inviting member will be responsible for their guest's actions / expenses at all times.

Renewal and Termination: Renewal is a privilege, not a right. Gross misconduct can result in immediate termination. In case of termination of membership from either side, advance notice of at least 15 days would be expected. All payments are non-refundable. All suite401 management decisions are final.

Changes to the AUP or Use of Service: Changes can be made by suite401 with 30 days notice to the members. These will be emailed to all members and placed on the website along with written notices being provided to the resident members.

List of amenities [as at June 2009]

1. Shared or permanent desk (as per membership plan)
2. Shared conference room
3. WiFi Internet access
4. Eating area usage
5. Usage of any common areas
6. Shared printer usage
7. Backup generators (heavy appliances are not included in backup)
8. All electricity and other utilities are included in charges
9. House phone for limited / emergency phone calls