

FRONT DESK

DIRECTORY

2

DEVONSHIRESQ



DISCOVER A HIDDEN TREASURE

Mezze • Feasts • Cocktails • Private Dining • DJs • Belly Dancers

Monday and Tuesday 11.30am – 2.30am • Wednesday – Friday 11.30am – 3.30am • Saturday 6pm – 3.30am
Kenza Restaurant and Lounge, 10 Devonshire Square, London EC2M 4YP • 020 7929 5533 • www.kenza-restaurant.com
reservations e-mail: jessica@kenza-restaurant.com



www.yourfrontdesk.co.uk

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Welcome to the 2nd edition of the Front Desk. Devonshire Square Management is responsible for offering occupier services and facilities services, alongside general estate management, for all those occupying the Devonshire Square complex. The estate management is provided by a full-time professional team located on-site headed by myself, and supported by a team of operational department-heads. 24-hour security, housekeeping services and the mechanical and engineering department are the key components of the on-site services offered.

We also offer a variety of further services which are provided by both internal and external service providers through Front Desk – an addition to Devonshire Square's core-service dealing with reactive maintenance and engineering requests. All services are managed by Louise Kriel and we are delighted to present this comprehensive directory, containing information about all the current services offered through the Front Desk. This is a 'one-stop-shop' providing estate services, as well as additional offerings to support our occupiers in both their day-to-day business and their personal needs.

Front Desk has been designed around a hotel-style Concierge service; it continues evolving and we look forward receiving your feedback and input about services that you would like to see in the future. We've added exciting new services so please enjoy and welcome to old and new friends!

Visit the Estate's community web-site for online access to a wealth of information about the Estate and the on-site restaurant, bars and retailers www.yourfrontdesk.co.uk

Yours faithfully



Carsten Lund
GENERAL MANAGER



RESTAURANTS & BARS

Anise Bar – Anise is a bar inspired by the cuisine of Cinnamon Kitchen, but with very much its own identity. With imaginative cocktails and a wonderful selection of wines and beers, this bar offers a unique option in the City. Drinks are not the only choice and guests keen to eat can select from a range of small plates or more substantial bar platters. Situated in the Western Courtyard.

**T: 020 7626 5000 E: info@cinnamon-kitchen.com
W: www.cinnamon-kitchen.com**

Cinnamon Kitchen – Cinnamon Kitchen is the newest concept from The Cinnamon Club team. Drawing on the same ethos of innovation and creativity as the original restaurant in Westminster, Cinnamon Kitchen offers evolved Modern Indian cuisine in a relaxed setting. The restaurant is serving breakfast, lunch and dinner as well as platters in the dedicated bar, Anise. Situated in the Western Courtyard.

**T: 020 7626 5000 E: info@cinnamon-kitchen.com
W: www.cinnamon-kitchen.com**

Devonshire Terrace – is about flexibility, designed around the Bauhaus theory of 'utilisation of all space'. There is a restaurant, bar and a number of private dining rooms each boasting its own private balcony. The heated terrace, available all year-round, is non-smoking. There is an additional balcony for smokers. Justin, the Head Chef, has designed a modern European menu to match the design, offering diners the opportunity to create their own dishes. The wine list compliments this flexibility offering a wide range from around the world, priced from £14 to £3,333 a bottle. Situated in the Western Courtyard.

**T: 020 7256 3233 E: info@devonshireterrace.co.uk
W: www.devonshireterrace.co.uk**

Kenza – inspired by Arabian, Turkish and Moroccan interiors, Kenza's refined exoticism is an impressive backdrop for serious corporate lunching by day and a beacon for the chic by night. Moroccan/Lebanese Restaurant and late night lounge bar. Private room to hire. Situated in the Central Courtyard.

**T: 020 7929 5533 E: info@kenza-restaurant.com
W: www.kenza-restaurant.com**

Marco Pierre White Steakhouse & Grill – Formerly Lanes Restaurant. The Steakhouse & Grill is a collaboration between Marco Pierre White and his friend and former Maitre D' James Robertson, founder of Lanes. James began his career working with Marco at Titanic, Drones and Quo Vadis before opening Lanes five years ago.

The large menu comprises everything you'd expect from a traditional steakhouse with the superior quality you'd expect from Marco Pierre White, as well as daily English specials and classic puddings.

**T: 020 7247 5050 E: info@lanesrestaurant.co.uk
W: www.lanesrestaurant.co.uk**

SANDWICHES AND DELI

Pod – delicious, seasonal healthy food for breakfast and lunch to eat in or take away. Gourmet coffee, organic porridge, superfood salads – see the full seasonal menu online. Pod serves food in compostable packaging and there's also an in-store composter to convert used packaging into electricity and organic fertilizer!

Best of all, pod delivers for meetings or group orders. Situated in the Central Courtyard.

**T: 020 3174 0108 E: pod@devonshiresq.co.uk
W: www.podfood.com**

CATERING SERVICES

Pod – delicious, seasonal healthy food for breakfast and lunch to eat in or take away. Gourmet coffee, organic porridge, superfood salads – see the full seasonal menu online. Pod serves food in compostable packaging and there's also an in-store composter to convert used packaging into electricity and organic fertilizer!

Best of all, pod delivers for meetings or group orders. Situated in the Central Courtyard.

**T: 020 3174 0108 E: pod@devonshiresq.co.uk
W: www.podfood.com**

Tastes Catering – London's premier business caterer. Offer a range of delicious working lunches, business lunches, sandwich lunches and hot and cold buffets; delivered free to your office or meeting room.

**T: 020 7645 0807 E: tastes@devonshiresq.co.uk
W: www.tastescatering.com**

CHOCOLATE

Casemir Chocolates – hand made high quality chocolates made to order for any occasion, delivered to your home or office. 10% discount for Devonshire Square users.

**T: 020 7645 0807 E: chocolate@devonshiresq.co.uk
W: www.casemirchocolates.co.uk**

FRUIT

Fruit for the Office – a wide range of fresh fruit delivered to your home or office, including a nationwide gift service. A great way to keep staff, clients and family happy and healthy.

**T: 020 7645 0807 E: fruit@devonshiresq.co.uk
W: www.fruitfortheoffice.co.uk**

WINE

The Four Vintners – family run independent wine merchant who guarantees a high level of personal service, 48 hr delivery to your home or office, extensive range of wines, spirits, beers and soft drinks. Discount available for Devonshire Square users.

**T: 020 7645 0807 E: wine@devonshiresq.co.uk
W: www.thefourvintners.co.uk**



CONFERENCES & MEETINGS

Devonshire Square Business Centre – Highly flexible, non branded office space in a prime location provided by Avanta. Providing flexible serviced office space for organisations of any size. Avanta centres are non-branded, offer transparent pricing allowing clients to budget effectively and feature state of the art IT infrastructures including fully AV equipped meeting and training rooms. These factors, coupled with the highly trained centre teams, ensure that clients have everything they need to help their business flourish.

Meeting Rooms - from a one-to-one meeting to large events. All meeting rooms are bookable by the day, or by the hour, are fully AV equipped and come in a range of sizes and layouts. The business centre teams are on hand to help with equipment, furniture layout and catering as well as meeting your guests. Located in Block 9, Devonshire Square.

**T: 0870 0493 401 E: meetings@devonshiresq.co.uk
W: www.avanta.co.uk**

***Meeting-rooms** – the Devonshire Square management-suite offers business services and conference facilities that will meet the highest expectations. We can offer our executive boardroom with flat-screen TV and in-room coffee facilities to host meetings from 6-12 people. Our smaller meeting-room with in-room coffee facilities allows hosting of meetings for 4-8 people. Contact us for competitive meeting-room prices and any further information that you might require. Located on the seventh floor, 6 Devonshire Square.

T: 020 7645 0807 E: meetings@devonshiresq.co.uk

COURIER SERVICES

Addison Lee – market leader in moving people and parcels in London. Fast guaranteed service offering transportation ranging from executive chauffeur driven cars to private taxi and courier services.

**T: 020 7645 0807 E: transfer@devonshiresq.co.uk
W: www.addisonlee.com**

DRY CLEANING

Cutlers Dry Cleaners – all dry cleaning and alteration needs catered for, including shirt laundry service, collection and delivery and same day express service. Located by 5 Devonshire Square, Ground Floor.

T: 020 7626 1413

Shine Corp – Shine Corp has taken the world by storm with their twenty first century appeal, established in 2001, they have extensive experience in providing a corporate convenient service with the ability to shine up you're day with a professional and warm service. Services include, dry cleaning – collection and delivery, shoe shining and repairs, sales of Loake shoes, shoe accessories, ties and cufflinks.

**T: 020 7645 0807 E: shine@devonshiresq.co.uk
W: www.shinecorp.com**

FLOWERS AND GIFTS

Western Courtyard Flower Stall – Great selection of bouquets and flowers. Easy to pick up on your way home or during your lunch-break. Located in the Western Courtyard.

T: 020 7645 0807 E: flowers@devonshiresq.co.uk

The Flower Stork – Award winning range of baby clothes bouquets to welcome a new baby. Delivered worldwide and UK next day delivery. Use code DEVONSHIRESQ to receive 10% discount.

**T: 020 7645 0807 E: stork@devonshiresq.co.uk
W: www.theflowerstork.com**

HOLISTIC TREATMENTS

Pure Hands – remedial treatments with each massage tailored to suit your needs whether you need relief from stress, muscular pain and restriction or simply want to relax. Located off Middlesex Street.

**T: 020 7645 0807 E: purehands@devonshiresq.co.uk
W: www.purehands.co.uk**

HOTEL & TRAVEL RESERVATIONS

www.hotelsandextras.co.uk/dsq – a service available to all Devonshire Square estate users. This global hotel booking tool offers reduced rates for online hotel and travel reservations. Book at competitive low rates from wide choice of worldwide quality hotels – these reduced rates are ONLY available through this service.

If booking for an arrival date within 21 days check out the last minute hotel offers for the lowest rates. If you are looking to travel at other times, check out the global hotel reservations section.

**Log-on to: www.hotelsandextras.co.uk/dsq
Username: dsq Password: dsq**

**E: hotelsandextras@devonshiresq.co.uk
W: www.hotelsandextras.co.uk/dsq**

LANDSCAPING (INTERNAL)

Ritchie Landscapes – internal and external landscaping design and management.

T: 020 7645 0807 E: services@devonshiresq.co.uk

MANICURE

Nails at Work – Pampering for offices, parties and corporate events, Nails at Work visit any venue offering a bespoke menu of manicures and pedicures, starting from just £15.00/15min per person. Award-winning nail expert Teresa Smith and her team arrive with their own desk, lamp, towels and latest professional products. Leaving guests with flawless, long lasting super shiny nails. Recently featured in Tatler, The Financial Times, thelondonpaper, Daily Candy and Wedding TV; hailed by many as “the best mobile nail service in London.”

**T: 020 7645 0807 E: nails@devonshiresq.co.uk
W: www.nailsatwork.co.uk**

MASSAGE

Pure Hands – remedial treatments with each massage tailored to suit your needs whether you need relief from stress, muscular pain and restriction or simply want to relax. Located off Middlesex Street.

**T: 020 7645 0807
E: purehands@devonshiresq.co.uk
W: www.purehands.co.uk**

Fitness First, Premier Physiotherapy – located within Fitness First Health Club, Devonshire Square.

T: 020 7626 3161 or Nicola on 0788 787 2250



OFFICE MOVES & LOGISTICS

4 Mat – office moves, including project management, CAD services, relocation, management and construction management.

T: 020 7645 0807 E: moves@devonshiresq.co.uk

PARKING (LONG-TERM & DAILY)

*Onsite Car Parking

*Onsite Motor Cycle Parking

*Onsite Bicycle Parking – daily car parking and long-term parking for cars, bicycles and motorcycles.

T: 020 7645 0807 E: parking@devonshiresq.co.uk

PLANTS - INTERNAL LANDSCAPING

Ritchie Landscapes – internal and external landscaping design and management.

T: 020 7645 0807 E: services@devonshiresq.co.uk

RELOCATION

4 Mat – office moves, including project management, CAD services, relocation, management and construction management.

T: 020 7645 0807 E: moves@devonshiresq.co.uk

SHOWERS

*Showers for cyclists and runners – Devonshire Square provides shower facilities for bicycle users and occupiers who choose running to work or during their lunch break.

- five unisex one-person changing- and shower-pods
- one disabled one-person changing- and shower-pod
- each changing-pod offers space for changing, walk-in shower, wash-handbasin, hand-soap, body-wash and shampoo, mirror, shaver outlet and hair dryer
- ingress and egress to each shower is controlled via electronic access-control system
- a limited number of lockers are available for runners who are looking to use the shower-facilities during their lunch-hour
- available Monday to Friday 07.00am to 07.00pm

The shower facilities are available to all cyclists or runners working within the Devonshire Square Estate. To enable us to administer access passes and control user numbers, runners and cyclists are required to register for the scheme for a nominal administration and card fee. An annual registration covers unlimited access for the period from August to July the following year.

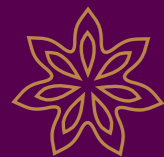
T: 020 7645 0807 E: front.desk@devonshiresq.co.uk

TAXI AND CAR-SERVICE

Addison Lee – market leader in moving people and parcels in London. Fast guaranteed service, offering transportation ranging from executive chauffeur driven cars to private taxi and courier services.

T: 020 7645 0807 E: transfer@devonshiresq.co.uk

W: www.addisonlee.com



ANISE

Cinnamon Kitchen is a new concept from The Cinnamon Club team and offers innovative Modern Indian cuisine in a relaxed environment.

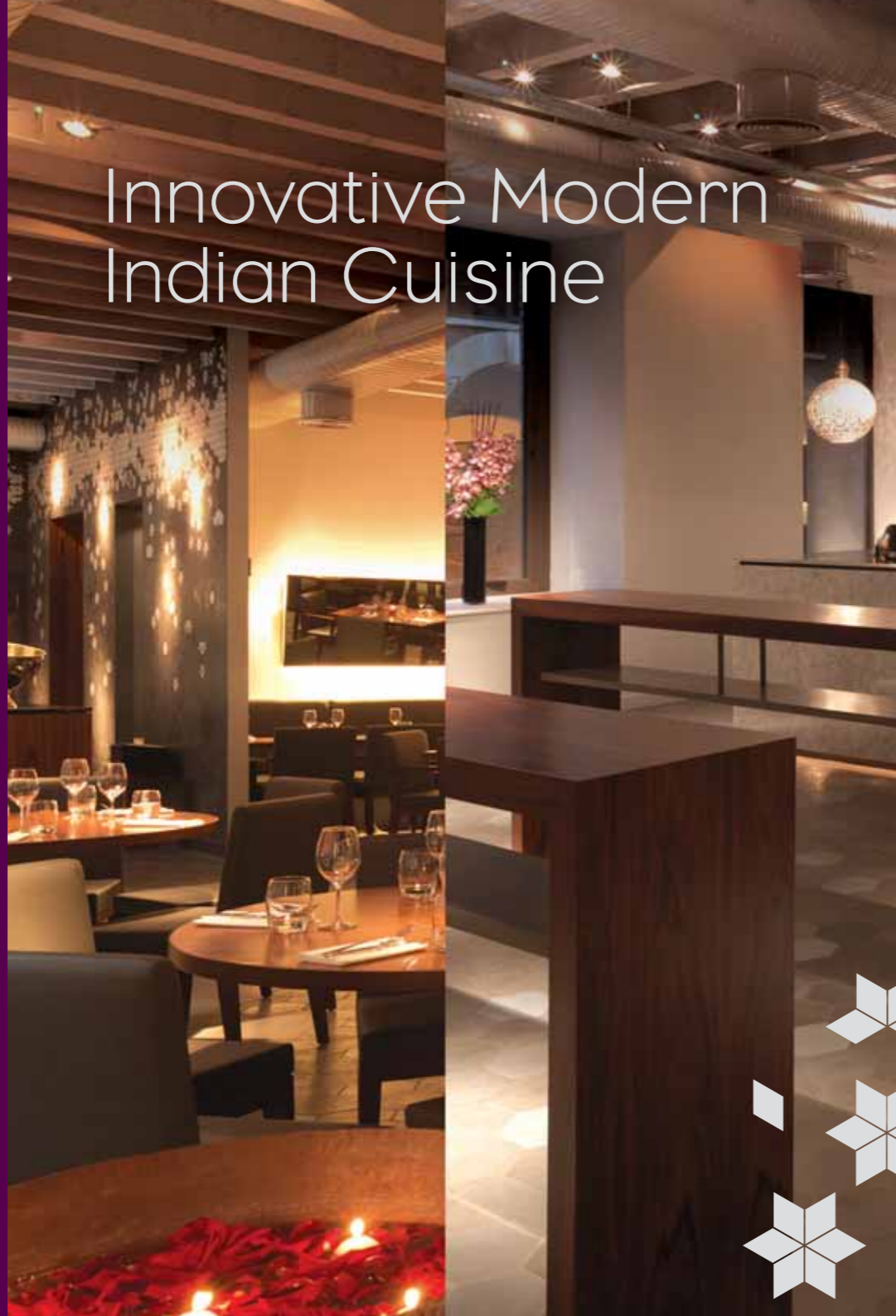
Anise is a bar inspired by the cuisine of Cinnamon Kitchen, but with very much its own identity, with imaginative cocktails and a selection of unique bar platters.

To make a booking or to arrange to see any of our private rooms please email info@cinnamon-kitchen.com or call our reception team on 020 7626 5000.

Weekdays - 7am to midnight
Saturdays - 6pm to midnight

www.cinnamon-kitchen.com

Innovative Modern Indian Cuisine



AT YOUR SERVICE

hotelsandextras.co.uk/dsq

HOTEL & TRAVEL RESERVATIONS

www.hotelsandextras.co.uk/dsq – a service available to all Devonshire Square estate users. This global hotel booking tool offers reduced rates for online hotel and travel reservations. Book at competitive low rates from wide choice of worldwide quality hotels – these reduced rates are ONLY available through this service.

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Log-on to: www.hotelsandextras.co.uk/dsq

Username: dsq Password: dsq

E: hotelsandextras@devonshiresq.co.uk

W: www.hotelsandextras.co.uk/dsq

- AIR CONDITIONING
- BLIND SERVICES & REPAIRS
- BMS
- CARPETING & FLOORING
- CARPENTRY
- CCTV
- CCTV SURVEYING OF DRAINS
- CONTINUITY PLANNING
- COOLING
- DECORATING
- DRAINAGE & PLUMBING
- DUCTWORK CLEANING
- ELECTRICAL WORKS
- FABRIC WORKS
- FLOORING & CARPETING
- FURNITURE ADJUSTMENTS & REPAIRS
- GLAZING
- HEATING
- KEY CUTTING SERVICE
- LAMP SUPPLY & DISPOSAL
- LOCK CHANGING
- MECHANICAL WORKS
- OFFICE MOVES (SMALL PROJECTS)
- OFFICE REFURBISHMENTS (SMALL PROJECTS)
- PAINTING & DECORATING
- PLUMBING & DRAINAGE
- REFRIGERATION
- REPAIRS
- QUOTATIONS – M&E PROJECTS & FABRIC PROJECTS

*CPM – formerly PME, offering onsite professional maintenance, fabric, electrical and engineering services. All jobs quoted for.

T: 020 7645 0807 E: front.desk@devonshiresq.co.uk



Taking it personally

Oryx Align is a dynamic services company that delivers the highest level of proactive IT support, office fit-out and design solutions. All our services are tailored to ensure that they are aligned to your business processes, thereby enhancing your productivity and ultimately ensuring a long term partnership.

We believe that excellent customer service is priceless, yet it costs nothing, and we place this at the centre of our business operations.

If you are after a personal and proactive support partner for your business, be it your IT or a design and fit-out requirement, give us a call and we'll arrange for one of our team to come and see you.

0870 385 1205

For further information visit us at OryxAlign.com



Supporting the IT infrastructure at Devonshire Square.

OryxAlign
taking it personally

CARPET CLEANING & CLEANING MATTERS

*Lancasters – onsite professional cleaning company. All specialist and general cleaning jobs quoted for.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

IT SPECIALIST CLEANING

Hi Tech Cleaning Solutions – specialist cleaning of COMMS/SER rooms and under floor void cleaning.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

KITCHEN DEEP CLEANS

Hi Tech Cleaning Solutions – professional deep cleans to catering kitchens and commercial establishments to comply with food hygiene guidelines.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

LAUNDRY SERVICES (COMMERCIAL & JANITORIAL)

*Lancasters – onsite professional cleaning company. All specialist and general cleaning jobs quoted for.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

LIFT PROTECTION

*Lancasters – lifts should be padded out prior to any movement of goods. Access Permits should also be applied for.

T: 020 7645 0800

E: accesspermits@devonshiresq.co.uk

W: yourfrontdesk.co.uk

MATS

*Lancasters – onsite professional cleaning company. All specialist and general cleaning jobs quoted for.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

OFFICE CLEANING

*Lancasters – onsite professional cleaning company. All specialist and general cleaning jobs quoted for.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

PAPER SHREDDING

*Lancasters – recycling and specialist rubbish removal. Confidential paper shredding.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

PEST CONTROL

Safeguard – pest control, prevention and consultancy services.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

SPECIALIST CLEANING**SPILLAGES****STONE SPECIALIST CLEANING**

*Lancasters – onsite professional cleaning company. All specialist and general cleaning jobs quoted for.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

WASTE

Bywaters – recycling and waste management services, services include glass, internal containers, ad-hoc skips, fluorescent tubes, battery collection and confidential waste.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

W: www.bywaters.co.uk

WINDOW CLEANING

*Lancasters – onsite professional cleaning company. All specialist and general cleaning jobs quoted for.

T: 020 7645 0807

E: housekeeping@devonshiresq.co.uk

ACCESS AND PERMITS

*Devonshire Square Estate Management reception – requests for out-of-hours access, work-permits, vehicle access, permit to carry out works within occupier's areas, isolation of lifts, isolation of power, isolation of water, isolation of fire-protection as well as general enquiries. Please allow 48 hours for processing of permits.

Block 6, 7th Floor

T: 020 7645 0800

E: accesspermits@devonshiresq.co.uk

W: www.yourfrontdesk.co.uk

COMPLIANCE

Elementus – environmental audits, specialist consultancy, risk assessments, management systems and bespoke health and safety training.

T: 020 7645 0807 E: h&s@devonshiresq.co.uk

W: www.elementus.com

Force Fire Consultancy – specialise in providing workplace fire safety management services to ensure company compliance with all legal requirements of the new fire regulations. Fire warden training provided.

T: 020 7645 0807 E: forcefire@devonshiresq.co.uk

W: www.forcefire.com

*CPM – formerly PME, offering a variety of compliance audits and PAT testing.

T: 020 7645 0807 E: h&s@devonshiresq.co.uk

PORTABLE APPLIANCE TESTING

*CPM – formerly PME, offering a variety of compliance audits and PAT testing.

T: 020 7645 0807 E: h&s@devonshiresq.co.uk

SIGNAGE

*Front Desk – on-site production of most h&s signage both as vinyls and rigid plastic.

T: 020 7645 0807

E: front.desk@devonshiresq.co.uk



ACCESS AND PERMITS

*Devonshire Square Estate Management reception – requests for out-of-hours access, work-permits, vehicle access, permit to carry out works within occupier's areas, isolation of lifts, isolation of power, isolation of water, isolation of fire-protection as well as general enquiries. Please allow 48 hours for processing of permits.

Block 6, 7th Floor

T: 020 7645 0800

E: accesspermits@devonshiresq.co.uk

W: www.yourfrontdesk.co.uk

BICYCLE SECURE PARKING

*Onsite Car Parking

*Onsite Motor Cycle Parking

*Onsite Bicycle Parking – daily car parking and long-term parking for cars, bicycles and motorcycles.

T: 020 7645 0807

E: parking@devonshiresq.co.uk

ESTATE SECURITY

*Devonshire Square Security – 24 hours, 365 days. Estate Security Control room.

T: 020 7645 0832 E: security@devonshiresq.co.uk

FILMING & PHOTOGRAPHY

*Devonshire Square Estate Management reception – filming and photography is restricted within the estate. Any request for filming should be pre-authorized. Please allow 48 hours for processing of permits.

Block 6, 7th Floor

T: 020 7645 0800

E: accesspermits@devonshiresq.co.uk

W: www.yourfrontdesk.co.uk

GUARDING REQUIREMENTS

*Securitas – security guarding for special events and other specialist security measures.

T: 020 7645 0807

E: guarding@devonshiresq.co.uk

LIFT PROTECTION

*Lancasters – lifts should be padded out prior to any movement of goods. Access Permits should also be applied for.

T: 020 7645 0800

E: accesspermits@devonshiresq.co.uk

W: www.yourfrontdesk.co.uk

MOTOR CYCLE PARKING

*Onsite Car Parking

*Onsite Motor Cycle Parking

*Onsite Bicycle Parking – daily car parking and long-term parking for cars, bicycles and motorcycles.

T: 020 7645 0807 E: parking@devonshiresq.co.uk

PARKING (LONG-TERM & DAILY)

*Onsite Car Parking

*Onsite Motor Cycle Parking

*Onsite Bicycle Parking – daily car parking and long-term parking for cars, bicycles and motorcycles.

T: 020 7645 0807 E: parking@devonshiresq.co.uk

SECURITY CONTROL ROOM - ESTATE

*Devonshire Square Security – first aid, Security access cards, Out of Hours Access and Estate Security Controlroom.

T: 020 7645 0832

E: security@devonshiresq.co.uk

SECURITY SERVICES – CORPORATE AND EXECUTIVE

CIA Excel Group – one of the UK's leading security consultancies. Their portfolio includes Risk & Security Consultancy, drafting and completion of Security Policy & Strategy documents, Security Surveys & Audits, Risk & Threat Assessments, Penetration Tests, Close Protection, Fraud Investigation, Conventional Surveillance, Counter Surveillance, Protection of high value assets in transit, Undercover Operatives, Asset Tracing and Financial Status Reports.

T: 020 7645 0807 E: CIA@devonshiresq.co.uk

W: www.ciaexcel.com

SHOWERS

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- five unisex one-person changing- and shower-pods
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T: 020 7645 0807 E: front.desk@devonshiresq.co.uk



ADVERTISING & MARKETING**Smart****T: 020 7939 0780 E: smart@devonshiresq.co.uk
W: www.2325smart.com****BROADBAND & TELECOM****Adapt** – one of the UK's leading communications providers. Adapt delivers high performance internet connectivity, telephone management and support to Devonshire Square.**T: 020 7645 0807 E: adapt@devonshiresq.co.uk
W: www.adaptplc.com****COPYING & PRINTING****Kall Kwik** – all types of printing and copying undertaken including large format and display. Marketing design, advertising, web multimedia, copywriting and direct mail campaigns.**T: 020 7645 0807 E: print@devonshiresq.co.uk
W: www.kallkwik.co.uk/bishopsgate****DEVONSHIRE SQUARE ESTATE MANAGEMENT*****Devonshire Square Estate Management reception****Block 6, 7th Floor****T: 020 7645 0800 E: info@devonshiresq.co.uk
or feedback@devonshiresq.co.uk****IT SUPPORT AND DEVELOPMENT****Oryx Align** – a wide range of reliable, cost effective and proactive IT services.**T: 020 7645 0807 E: oryx@devonshiresq.co.uk
W: www.oryxalign.com****LANGUAGES****Devonshire Square Language School** – anyone interested in learning a new language either personal or professional use should join the DSQ Language School. Tailor made one-to-one or group sessions, can be offered day, lunch or evening times. Translation services are also available.**T: 07796 430 389 E: language@devonshiresq.co.uk
W: www.londonsl.co.uk****MANAGEMENT DEVELOPMENT AND TRAINING****HT Training** – bespoke training solutions.

HT Training specialise in all areas of sales, customer service and management training and development on all levels.

T: 020 7645 0807**E: traininganddevelopment@devonshiresq.co.uk****MEETINGS*****Meeting rooms** – the Devonshire Square management-suite offer business services and conference facilities that will meet the highest expectations. We can offer our executive boardroom with flat-screen TV and in-room coffee facilities to host meetings from 6-12 people. Our smaller meeting-room with in-room coffee facilities allows hosting of meetings for 4-8 people. Contact us for competitive meeting-room prices and any further information that you might require. Located on the seventh floor, 6 Devonshire Square.**T: 020 7645 0807 E: meetings@devonshiresq.co.uk****Devonshire Square Business Centre** – Highly flexible, non branded office space in a prime location provided by Avanta. Providing flexible serviced office space for organisations of any size. Avanta centres are non-branded, offer transparent pricing allowing clients to budget effectively and feature state of the art IT infrastructures including fully AV equipped meeting and training rooms. These factors, coupled with the highly trained centre teams, ensure that clients have everything they need to help their business flourish.

Meeting Rooms - from a one-to-one meeting to large events. All meeting rooms are bookable by the day, or by the hour, are fully AV equipped and come in a range of sizes and layouts. The business centre teams are on hand to help with equipment, furniture layout and catering as well as meeting your guests. Located in Block 9, Devonshire Square.

**T: 0870 0493 401 E: meetings@devonshiresq.co.uk
W: www.avanta.co.uk****OFFICE EQUIPMENT & STATIONERY****Almo Office Supplies** – Almo Office Supplies (a carbon neutral company) are based near London Bridge and provide Stationery, Print, Furniture, Office Machines, FM supplies and Business Gifts to businesses in the City and West end on same day /next day no charge delivery service. Almo have been established for 60 years and are part of a large buying group ensuring low prices on top of excellent service. They offer online catalogues covering print and business gifts and an online ordering system to save both time and money.**T: 020 7645 0807 E: stationary@devonshiresq.co.uk
W: www.almooffice.co.uk****First Class Business Solutions** – Independent advice, supply and service of document management & IT systems.

Find out how to improve efficiency and reduce cost on your copy, print, scan, fax and archive requirements by speaking to the experts.

**T: 0207 645 0807 E: services@devonshiresq.co.uk
W: www.fcbs.co.uk****Whitegrove** – nationwide delivery, supplying stationery, print and all office equipment.**T: 020 7645 0807 E: stationery@devonshiresq.co.uk****PRINTING & COPYING****Kall Kwik** – all types of printing and copying undertaken including large format and display. Marketing design, advertising, web multimedia, copywriting and direct mail campaigns.**T: 020 7645 0807 E: print@devonshiresq.co.uk
W: www.kallkwik.co.uk/bishopsgate****STATIONERY & OFFICE EQUIPMENT****Almo Office Supplies** – Almo Office Supplies (a carbon neutral company) are based near London Bridge and provide Stationery, Print, Furniture, Office Machines, FM supplies and Business Gifts to businesses in the City and West end on same day /next day no charge delivery service. Almo have been established for 60 years and are part of a large buying group ensuring low prices on top of excellent service. They offer online catalogues covering print and business gifts and an online ordering system to save both time and money.**T: 020 7645 0807 E: stationary@devonshiresq.co.uk
W: www.almooffice.co.uk****Whitegrove** – nationwide delivery, supplying stationery, print and all office equipment.**T: 020 7645 0807 E: stationery@devonshiresq.co.uk****TELECOM & BROADBAND****Adapt** – one of the UK's leading communications providers. Adapt delivers high performance internet connectivity, telephone management and support to Devonshire Square.**T: 020 7645 0807 E: adapt@devonshiresq.co.uk
W: www.adaptplc.com****TRAINING****Devonshire Square Language School** – anyone interested in learning a new language either for personal or professional use should join the DSQ Language School. Tailor made one to one or group sessions. Can be offered within office-hours, in lunch-hours or evening time.**T: 07796 430 389 E: language@devonshiresq.co.uk
W: www.londonsl.co.uk****HT Training** – bespoke training solutions. HT Training specialise in all areas of sales, customer service and management training and development on all levels.**T: 020 7645 0807
E: traininganddevelopment@devonshiresq.co.uk**

BICYCLES

CycleSurgery – offers the best brands in bikes, cycle clothing & accessories. Friendly sales, service & repairs. 7 London stores open 7 days a week. 2 local stores within easy reach of Devonshire Square.

T: Middlesex Street 020 7375 3088

T: Bishops Square 020 7392 8920

W: www.CycleSurgery.com

*Onsite Car Parking

*Onsite Motorcycle Parking

*Onsite Bicycle Parking – daily car parking and long-term parking for cars, bicycles and motorcycles.

T: 020 7645 0807 E: parking@devonshiresq.co.uk

CONCIERGE – THEATRE & CONCERT BOOKINGS

Sincerely Paul – Exclusive Concierge, Theatre and Concert Ticketing Service. Paul has been Head concierge for over 20 years in some of London's finest hotels. They now invite Devonshire Square occupiers to make use of the priceless resource of his contacts, built up over the many years in London. Use this service to make reservations for some of the West End's top musicals, concerts and shows.

Log on to: www.sincerelypaul.com/dsq to book and check availability.

E: sincerelypaul@devonshiresq.co.uk

W: www.sincerelypaul.com/dsq

HEALTH & FITNESS

Fitness First – Be Yourself, only better at a modern Health Club with state of the art facilities, Personal Training, Cardio with full Cardio Theatre, Free Weights area, Spinning Room, Studio with full Class Timetable including Yoga and Boxing, Health and Beauty room, Sauna, Steam Room and Sunbeds. Located at 9 Devonshire Square. Discounts for Devonshire Square occupiers apply - All memberships include access to 90% of all Fitness First clubs in the UK! Call us to reserve your V.I.P pass.

T:020 7626 3161 W: www.fitnessfirst.co.uk

Fitness First, Tranquillity Beauty Salon – located within Fitness First Health Club, Devonshire Square. Open Monday to Friday 12h00 - 21h00 - 10% discount offered on first visit.

T: 020 7626 3161 or Eva on 07816 842 733

Fitness First, Premier Physiotherapy – located within Fitness First Health Club, Devonshire Square.

T: 020 7626 3161 or Nicola on 0788 787 2250

Fitness First, Personal Training – located within Fitness First Health Club, Devonshire Square.

T: 020 7626 3161 W: www.fitnessfirst.co.uk

RESTAURANTS & BARS

Anise Bar – Anise is a bar inspired by the cuisine of Cinnamon Kitchen, but with very much its own identity. With imaginative cocktails and a wonderful selection of wines and beers, this bar offers a unique option in the City. Drinks are not the only choice and guests keen to eat can select from a range of small plates or more substantial bar platters. Situated in the Western Courtyard.

T: 020 7626 5000 E: info@cinnamon-kitchen.com

W: www.cinnamon-kitchen.com

Cinnamon Kitchen – Cinnamon Kitchen is the newest concept from The Cinnamon Club team. Drawing on the same ethos of innovation and creativity as the original restaurant in Westminster, Cinnamon Kitchen offers evolved Modern Indian cuisine in a relaxed setting. The restaurant is serving breakfast, lunch and dinner as well as platters in the dedicated bar, Anise. Situated in the Western Courtyard.

T: 020 7626 5000 E: info@cinnamon-kitchen.com

W: www.cinnamon-kitchen.com

Devonshire Terrace – is about flexibility, designed around the Bauhaus theory of 'utilisation of all space'. There is a restaurant, bar and a number of private dining rooms each boasting its own private balcony. The heated terrace, available all year-round, is non-smoking. There is an additional balcony for smokers. Justin, the Head Chef, has designed a modern European menu to match the design, offering diners the opportunity to create their own dishes. The wine list compliments this flexibility offering a wide range from around the world, priced from £14 to £3,333 a bottle. Situated in the Western Courtyard.

T: 020 7256 3233 E: info@devonshireterrace.co.uk

W: www.devonshireterrace.co.uk

Kenza – inspired by Arabian, Turkish and Moroccan interiors, Kenza's refined exoticism is an impressive backdrop for serious corporate lunching by day and a beacon for the chic by night. Moroccan/Lebanese Restaurant and late night lounge bar. Private room to hire. Situated in the Central Courtyard.

T: 020 7929 5533 E: info@kenza-restaurant.com

W: www.kenza-restaurant.com

Marco Pierre White Steakhouse & Grill – Formerly Lanes Restaurant. The Steakhouse & Grill is a collaboration between Marco Pierre White and his friend and former Maitre D' James Robertson, founder of Lanes. James began his career working with Marco at Titanic, Drones and Quo Vadis before opening Lanes five years ago.

The large menu comprises everything you'd expect from a traditional steakhouse with the superior quality you'd expect from Marco Pierre White, as well as daily English specials and classic puddings.

T: 020 7247 5050 E: info@lanesrestaurant.co.uk

W: www.lanesrestaurant.co.uk



MARCO PIERRE WHITE STEAKHOUSE & GRILL

(FORMALLY LANES RESTAURANT AND BAR)



RESTAURANT
BAR
PRIVATE DINING

MARCO PIERRE WHITE STEAKHOUSE & GRILL
East India House, 109-117 Middlesex Street, The City, London E1 7JF
Tel: 020 7247 5050 - info@lanesrestaurant.co.uk www.lanesrestaurant.co.uk

SHOWERS

*Showers for cyclists and runners – Devonshire Square provides shower facilities for bicycle users and occupiers who choose running to work or during their lunch break.

- five unisex one-person changing- and shower-pods
- one disabled one-person changing- and shower-pod
- each changing-pod offers space for changing, walk-in shower, wash-handbasin, hand-soap, body-wash and shampoo, mirror, shaver outlet and hair dryer
- ingress and egress to each shower is controlled via electronic access-control system
- a limited number of lockers are available for runners who are looking to use the shower-facilities during their lunch-hour
- available Monday to Friday 07.00am to 07.00pm

The shower facilities are available to all cyclists or runners working within the Devonshire Square Estate. To enable us to administer access passes and control user numbers, runners and cyclists are required to register for the scheme for a nominal administration and card fee. An annual registration covers unlimited access for the period from August to July the following year.

T: 020 7645 0807 E: front.desk@devonshiresq.co.uk

THEATRE & CONCERT BOOKINGS - CONCIERGE

Sincerely Paul – Exclusive Concierge, Theatre and Concert Ticketing Service. Paul has been Head concierge for over 20 years in some of London's finest hotels. They now invite Devonshire Square occupiers to make use of the priceless resource of his contacts, built up over the many years in London. Use this service to make reservations for some of the West End's top musicals, concerts and shows.

Log on to: www.sincerelypaul.com/dsq to book and check availability.

E: sincerelypaul@devonshiresq.co.uk

W: www.sincerelypaul.com/dsq

TRAVEL & HOTEL RESERVATIONS

www.hotelsandextras.co.uk/dsq – a service available to all Devonshire Square estate users. This global hotel booking tool offers reduced rates for online hotel and travel reservations. Book at competitive low rates from wide choice of worldwide quality hotels – these reduced rates are ONLY available through this service.

If booking for an arrival date within 21 days check out the last minute hotel offers for the lowest rates. If you are looking to travel at other times, check out the global hotel reservations section.

Log-on to: www.hotelsandextras.co.uk/dsq

Username: dsq **Password:** dsq

E: hotelsandextras@devonshiresq.co.uk

W: www.hotelsandextras.co.uk/dsq

DEVONSHIRESQ MANAGEMENT

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www.devonshiresq.co.uk
www.yourfrontdesk.co.uk

FRONT DESK

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E: louise.kriel@devonshiresq.co.uk

SUE HALLIDAY

ACCESS & PERMITS
T: 020 7645 0800
E: accesspermits@devonshiresq.co.uk

Services marked with * are uniquely offered by our on-site team.
All services are offered subject to our terms and conditions which
can be requested through the Front Desk.