



WeWork Australia Office Add-On Catalogue

2026

From office accessories to new finishes, these handpicked products are curated by WeWork design experts—specifically sized and formatted to fit your WeWork office.



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All pricing is valid for services commencing from 1 January 2026 to 31 December 2026. For an updated Catalogue speak to your Community Team.



Current Office Inclusions

All the services you can take advantage of in your space today



Office Door Logo

Your first door logo is on us!
Contact your Community Team
on move in for more
information



Cleaning

We will remove all mugs and
cups from your office as well as
empty the bins every night and
complete a full office Deep
Clean once a fortnight (more
info on the next slide)



Kitchen Amenities

Help yourself to a tea or coffee
and enjoy our range of
condiments in our kitchens



WiFi

Enjoy access to fast WiFi in any
of our spaces, as well as a
Guest network for any Guests
to use

Cleaning Scope

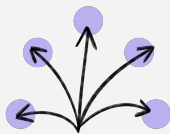


Remove waste and empty bins	Nightly
Wipe and sanitise bin surfaces	Nightly
Collect all mugs and cups	Nightly
Blade all internal glass doors and ensure spot free	Nightly
Secure office doors and close all windows	Nightly
Raise blinds	Nightly
Reset furniture and cushions	Nightly
Dust the top of all power outlets and light switches	Fortnightly
Dust window sills	Fortnightly
Wipe television with anti-static cloth (if applicable)	Fortnightly
Clean door tracks	Fortnightly
Damp wipe top of desk if clear	Fortnightly
Remove scuff and marks from walls	Fortnightly
Spot clean glass partitions as required	Fortnightly

Vacuum soft surface flooring	Fortnightly
Sweep and mop hard surface flooring	Fortnightly
Clean all surfaces if clear	Fortnightly
Wipe skirting boards	Fortnightly
Dust and wipe top of pedestals	Fortnightly
Pull out pedestal and clean underneath	Fortnightly
Damp wipe low level fixtures	Fortnightly
Wipe door handle and light switches	Fortnightly
Record completion of deep clean in Vendor's system	Fortnightly
High level dusting of fixtures and fittings	Fortnightly
Blade all internal glass surfaces	Fortnightly
Carpet deep cleaning	Annually

How To Place an Order

01



Raise Support Request

Raise a [Support Request](#) to the Community Team including all relevant scope - if anything is missing they will reach out for more information

02



Review Quote

Once Scope is finalised, review the quote provided - let the Community Team know when you are ready to proceed

03



Sign Add-On Agreement

The Community Team will send an add-on agreement with all charges listed to your Primary Member - signing this will confirm the services and the Team will start booking everything in

04



Enjoy!

Sit back and enjoy your add-ons - contact the Community Team for after sales support or to book any additional services

Mindful Mentions

Things to consider before proceeding with your requests



Make Good Charges

Please note charges may apply depending on any changes/damage the member company has made in the space.

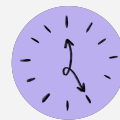
[Move Out Process](#)



Lead Times

We will always endeavour to provide timelines throughout the procurement journey of WeWork Add-On products or services.

Please be mindful we are reliant on some external vendors which means on occasion lead times may be out of our control.



Quote Expiry Dates

Please be mindful that quotes expire 30 days from issue - if you choose to proceed with works 30 days after a quote has been provided the works will be requested

What Happens on Vacating My Office?

01



Community Walkthrough

Around 3 weeks before your move out, the Community Team will do a walkthrough of your office to determine any make good that is required.

02

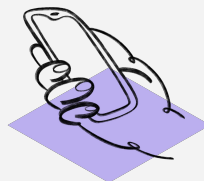


Repair Works

Our Vendor partners will complete any works required to return your office to original condition.

Please note charges may apply depending on any changes/damage the member company has made in the space.

03



Coordinate Your Move

Ensure that all personal items are removed by 12PM on your last day in the office, reach out to the Community Team if you need assistance booking a removalist

04



That's It!

Our team will complete a Move Out Clean on the evening of your last day in the office. Reach out to the Community Team if you need any assistance after moving out

Finishes

Privacy Vinyl

Corridor Panels = \$340 per m² (including installation)

Adjoining Office Panels = \$340 per m² (including installation)

Branded Privacy Vinyl = please raise a [Support Request](#)

Lead Time: 4 Weeks from Job Approval

Considerations

This add-on requires a technician to verify the space and take dimensions. This does not require the member to be out of the space.

Branded Privacy Vinyl can only be installed along the corridor panels.

All services use a 3M Dusted Crystal product to ensure visual consistency across all spaces:

- 3M™ CRYSTAL Glass Finishes 7725SE-314, Dusted CRYSTAL, 1220 mm x 45.7 m
- White Visible Reflectance 79% & Visible Light Transmittance 85%



Corridor Panels

- 750mm band
- Top of Privacy Vinyl installed at 1650mm Above Floor Finish Level (AFF)
- Scope of work dimensions to be taken by Third Party



Adjoining Office Panels

- Top of Privacy Vinyl installed at 1650mm Above Floor Finish Level (AFF)
- Scope of work dimensions to be taken by Third Party



Branded Privacy Vinyl

- (1) die cut logo across fixed panels at a maximum print size of 1520mm x 710mm across all panels
- 750mm band. Top of Privacy Vinyl installed at 1650mm Above Floor Finish Level (AFF)
- Logo files to be issued by member to WeWork and shop drawing to be approved by WeWork and Member prior to fabrication

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Logos

Door Logo = \$150 + GST (including installation)

Files to be shared in vector format (eps.)

Custom Vinyl Wall Logo = raise a [Support Request](#)

Custom Dimensional Wall Logo = raise a [Support Request](#)

Lead Time: 4-8 Weeks from Job Approval

Make your space your own with a custom Vinyl or 3D Wall Logo

- Wall Logos include a shop drawing prior to installation
- For logos larger in size to those provided below, speak to your Community Team



Door Logo

- (1) Colour vinyl logo on swing or sliding door
- Logo size will be at scale within a maximum print size of 410mm width x 305mm height
- Logo files to be issued by member to WeWork and shop drawing to be approved by WeWork and Member prior to fabrication



Custom Vinyl Wall Logo

- Logo width not to exceed 915mm wide
- Top of logo to be installed at 1675mm above finished floor.
- Logo files to be issued by member to WeWork and shop drawing to be approved by WeWork and Member prior to fabrication



Custom Dimensional Wall Logo

- Logo width not to exceed 915mm wide
- Top of logo to be installed at 1675mm above finished floor.
- Three-dimensional logo not to exceed a thickness of 50mm.
- Logo files to be issued by member to WeWork and shop drawing to be approved by WeWork and Member prior to fabrication

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Carpet

Per Square Metre = \$144 + GST (including installation)

Lead Time: 6 Weeks from Job Approval

Considerations

This add-on requires a technician to verify the space and take dimensions. The carpet must be a wall-to-wall application. Depending on the size of the office, this could require the member to be out of the space for 1 - 2 days.

Price includes moving of minor amounts of furniture and reinstatement, for large furniture moves additional charges may apply.

As part of the regular cleaning service provided, the carpet will be vacuumed in lieu of mopping the wood floor. Any requests for a deep cleaning will be an additional cost.

Upon vacating the space, the member is to make good the floors to original condition.

Elevate your workspace. Premium office carpet solutions, expertly installed.

- Installation subject to WeWork Health, Safety and Brand reviews



Creek

- Pre-approved option
- 500mm x 500mm per tile
- Scope of work dimensions to be taken by Third Party
- 100% Recycled Solution Dyed Nylon
- Compatibility - All meeting rooms & offices (colour selection subject to WeWork approval)



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Lighting

Track Lighting Addition

- \$300 + GST per light
- Minimum 1 hour @ \$150 + GST per hour for installation (up to 5 lights can be installed per hour)

Increased LUX Levels

- \$18 + GST per bulb
- Minimum 1 hour @ \$150 + GST per hour for installation (up to 20 bulbs can be installed per hour)

Linear Light Fixtures

- \$1,340 + GST per fixture (including installation)

Lead Time: 2 Weeks from Job Approval

Considerations

This add-on requires a technician to verify compatibility. The following occurrences will incur additional costs:

- additional lighting programming
- working at heights
- any heavy concrete drilling

Upon vacating the space, the member is to make good the lighting to its original condition.

Change the vibe of your space through creative lighting

- Full LED lighting
- Work with our Vendor partners to identify the right options for your space



Track Lighting Addition

- Add additional bulbs to your existing track lighting
- Colour options are restricted to white and black and depend on the space's fitout



Increased LUX Levels

- Increase the brightness of the light bulbs in your space



Linear Light Fixture

- LED Linear Pendant
- Add additional lighting to your space
- Colour options are restricted to white and black and depend on the space's fitout

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Acoustic Panels

Per 2720 x 1220 x 24mm Panel = \$832 + GST
(including installation)

Lead Time: 6 Weeks from Job Approval

Considerations

This add-on requires a technician to verify the space and take dimensions. Pricing includes initial installation but does not include removal when vacating the space. The following occurrences will incur additional costs:

- cleaning of mounting wall
- evening of mounting wall

Upon vacating the space, the member is to make good the walls to original condition. Additional charges will apply.

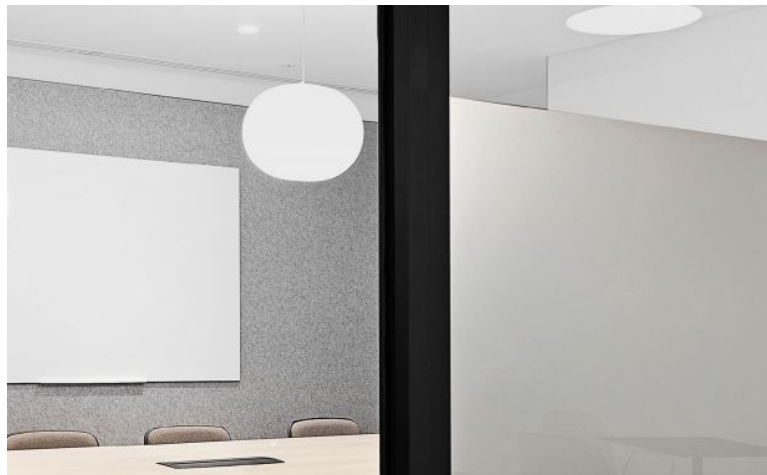
Enhance focus. Professional acoustic panel installation for a quieter space.

- Installation subject to WeWork Health, Safety and Brand reviews
- SANA Acoustic Panel is a rigid PET Panel made from 60% recycled polyester fibre + 40% virgin polyester fibre, specifically created for design and function flexibility
- Fire rating: ASTME 84 CLASS A/ EN13501 CLASS B



Moonlight

- Pre-approved colour option
- Visionchart Sana PET Panel 2720 x 1220mm Moonlight - 24mm
- A Technician will be required to attend to take measurements and confirm compatibility before a final quote can be provided.



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Desk Dividers

Desk Dividers

- \$172 + GST per divider
- Minimum 1 hour @ \$150 + GST per hour for installation (up to 6 dividers can be installed per hour)

Privacy Screens

- \$195 + GST per screen
- Minimum 1 hour @ \$150 + GST per hour for installation (up to 4 screens can be installed per hour)

Surrounding Screens

- \$252 + GST per screen
- Minimum 1 hour @ \$150 + GST per hour for installation (up to 4 screens can be installed per hour)

Lead Time: 4 Weeks from Job Approval

Considerations

This add-on requires a technician to verify compatibility. Pricing includes initial installation but does not include removal when vacating the space. Any desk wiring alterations will incur additional costs

Upon vacating the space, the member is to remove the dividers. Additional charges may apply if completed by WeWork.

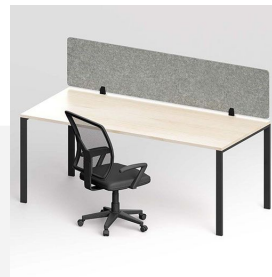
Enhance focus. Professional acoustic panel installation for a quieter space.

- 24mm thickness
- DEPTH - Custom depth on desk up to 680mm
- HEIGHT - Custom height up to 480mm above desk
- 4 colour options:



Desk Dividers

- Compatibility - All WeWork Standard and Executive Desks



Privacy Screens

- Compatibility - All WeWork Standard and Executive Desks



Surrounding Screens

- Compatibility - All WeWork Standard and Executive Desks

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Power Rails

3 GPOs Clamped = \$363 + GST (including installation)

2 GPOs Flush with Desk = \$393 + GST (including installation)

Lead Time: 4 Weeks from Job Approval

Considerations

This add-on requires a technician to verify compatibility. Pricing includes initial installation but does not include removal when vacating the space. The following occurrences will incur additional costs:

- desk wiring alterations

Upon vacating the space, the member is to remove the dividers. Additional charges may apply if completed by WeWork.

Convenient power, right at your desk.

- Non-destructive install
- All pricing includes installation



- Three standard GPOs
- One USB A
- One USB C



- Two standard GPOs
- One USB A
- One USB C

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Furniture and Appliances

Mobile TV Stand

Mobile TV Stand = \$990 + GST (including installation)

Lead Time: 4 Weeks from Job Approval

Considerations

TV not included, Member must supply an appropriately sized TV (80 inch and 75 kg maximum)

Add a Mobile TV Stand to your current WeWork office.

- Maximum height of 1500mm
- Adjustable, Stable and Moveable.



- A steel framed Mobile TV Stand
- Centre of the TV adjustable between 1350mm and 1650mm
- Supports upto 80" TV and 75kg Unit
- Internal cable management system
- Independently adjustable shelf

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Standing Desk Adapters

Standard = \$890 + GST (including installation)

Deluxe = \$1,270 + GST (including installation)

Lead Time: 4 Weeks from Job Approval

Considerations

Pricing includes initial setup of Standing Desk Adapter, but does not include moving or setup of IT equipment. The following occurrences will incur additional costs:

- desk wiring alterations

Upon vacating the space, the member is to remove the Standing Desk Adapters. Additional charges may apply if completed by WeWork.

Add a standing platform to your WeWork Desk

- Height of 11.5cm to 44.5cm

Standard



- Weighted base for stability without bolts, clips, or clamps
- Keyboard tray comfortably fits keyboard and mouse
- Dual-handle design
- Thousands of 5-star reviews
- Designed to remove pinch point risks
- Sturdy and stable when fully extended
- Posture curve and rowing lift
- Spring-assisted lift for easy operation

Deluxe



- Weighted base for stability without bolts, clips, or clamps
- Keyboard tray comfortably fits keyboard and mouse
- Dual-handle design
- Thousands of 5-star reviews
- Designed to remove pinch point risks
- Sturdy and stable when fully extended
- Posture curve and rowing lift
- Spring-assisted lift for easy operation

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Zip Taps

Classic Boiling and Chilled:

- 20 Cups per Hour = \$11,120 + GST (including installation)
- 40 Cups per Hour = \$13,820 + GST (including installation)
- 60 Cups per Hour = \$14,900 + GST (including installation)

Classic Boiling, Chilled and Sparkling:

- 20 Cups per Hour = \$11,733 + GST (including installation)
- 60 Cups per Hour = \$17,120 + GST (including installation)

Lead Time: 8 Weeks from Job Approval

Considerations

This add-on requires a technician to verify compatibility. Pricing includes initial installation but does not include removal when vacating the space. The following occurrences will incur additional costs:

- additional water or drainage
- additional power alterations or install
- any benchtop modifications

Upon vacating the space, the member is to make good the removal or restoration of standard appliances.

Convenient filtered water in your own space

- Maximum users = 20-60



HydroTap G5 BC60 Classic Plus Matte Black

- Boiling and Chilled Water



HydroTap G5 BCS60 Classic Plus Matte Black

- Boiling, Chilled and Sparkling Water
- CO2 Gas not included

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Phone Booths

Phone Booth = from \$90,000 + GST per booth (including installation)

Lead Time: 24-48 Weeks from Job Approval

Important Note

In Australia, phone booths are legally classified as rooms, not furniture. This means they must be attached to the fire sprinkler system and certified. This work requires Building Management and Development Application (DA) approval before we can proceed with the Scope of Work (SOW). Costs can vary based on the amount of work that is required. Reach out to your Community Team to discuss in more detail if you would like to explore adding a Phone Booth.

Considerations

This add-on requires a technician to verify the space and ensure adequate services exist - if not these may come at an additional charge

Upon vacating the space, the member is to make good the removal or restoration of standard appliances.

Members are not permitted to self-source phone booths, all phone booths need to be approved by WeWork before installation.

Add modularity to your space with a Phone Booth

- Prefabricated and installed into your space
- Plumbed to air conditioning and fire safety services
- Subject to DA Approval



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Plants

Plants

Outright Purchase (Plant and Pot):

Mini Desktop = \$70.80 + GST (including installation)

Small Desktop = \$106.80 + GST (including installation)

Medium Desktop = \$130.80 + GST (including installation)

Large Desktop = \$178.80 + GST (including installation)

Plant Rental and Maintenance:

Minimum 12 Months Maintenance = Please raise a [Support Request](#) as the cost will need to be quoted.

Noting the listed prices are not applicable in this instance of plant rental and maintenance

Lead Time: 4 Weeks from Job Approval

Considerations

Plant varieties will be suggested based the size and light level of your space.

Bring life indoors and enhance well-being. Professional office plant installations.

*Product specification is subject to change based on availability, pricing and regional variances.



Mini Desktop Plants

- Perfect for those who wish to add a touch of greenery but are lacking space.



Small Desktop Planter

- Enhance your space and add a touch of green to your desk with our wide selection of desktop plants.



Medium and Large Floor Planter

- Incorporating indoor floor plants into the interior of your office space will not only create a more positive working environment but also freshen up any drab office areas and add a relaxing, natural element to your place of business enhancing visitor and employee experience.

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Plants

Plant varieties available to choose from



Happy Plant
Size: Mini Desktop, Desktop, Medium Floor & Large Floor



Pothos
Size: Mini Desktop & Desktop



Monstera
Size: Desktop, Medium Floor & Large Floor



Ficus Elastica Burgundy
Size: Medium Floor & Large Floor



Ctenanthe Setosa Grey Star
Size: Large Floor



Fiddle Leaf Fig
Size: Medium Floor & Large Floor



Zanzibar Gem
Size: Desktop



Lady Valentine Aglaonema
Size: Mini Desktop & Desktop



Spathiphyllum Peace Lily
Size: Mini Desktop, Desktop, Medium Floor & Large Floor



Rhapis Excelsa Palm
Size: Medium Floor & Large Floor

Plants

Plant varieties available to choose from



Dracea Golden Heart
Size: Mini Desktop & Desktop



Syngonium White Butterfly
Size: Mini Desktop & Desktop



Strelitzia Nicolai
Size: Large Floor



Philodendron Rojo Congo
Size: Medium Floor & Large Floor



Spider Plant
Size: Desktop



Umbrella Plant
Size: Desktop & Large Floor



Dracaena Deremensis
Size: Large Floor



Dragon Tree
Size: Desktop



Alocasia Amazonica
Size: Desktop



Alphonemia Eileen
Size: Desktop

Plants

Plants

Plant varieties available to choose from



Syngonium Pixie

Size: Desktop



Peperomia

Size: Mini Desktop & Desktop



Heart Leaf Philodendron

Size: Large Floor



Pothos Totem

Size: Medium Floor & Large Floor

Pot colour options



WHITE



TAUPE



BLACK



PALE PINK



CHARCOAL



PALE AQUA

Pantry Stocking



Pantry Stocking

Snack Boxes

Cheap & Cheerful - 55 Pieces

Price per Box = **\$75.00 + GST**

Low-cost mix of snacks. Minimal protein snacks. Best to replace low-cost, supermarket shoppers.

Lead Time: 1 Week from Ordering

Frequency Recommendations

10 People = 1 per Fortnight
20 People = 1 per Week
50 People = 2 boxes per Week

Uplift your WeWork Space with delicious, better for you snacks.



How We Make Life Easy:

- Snacks & drinks on autopilot
- Snacks rotated monthly
- All dietries included
- Budgets managed, no overspend

How To Get Started:

Reach out to your Community Team. These are available as a one off purchase or on a **3, 6 or 12** month commitment term at a cadence of your choice.

Want to Add a Drinks Package:

Drinks packages are available for **\$165.00 + GST**. These include **84 Items** from a range of Coke No Sugar, Flavoured Sparkling Waters, Kombucha and Coconut Water.



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Happy Snack, Crunchy Chickpeas, Lime and Cracked Pepper, 25g

Infuzions, Veggie Straws, Sour Cream & Herbs, 15g

Macy & Tailor, Pressed Pretzel Honey & Mustard 15g

Piranha, Soy Crisps, Sweet Chilli Lime, 23g

Piranha, Vege Cracker Salt & Vinegar 25g

Snack Proud, Choc Coated Protein Bar Berry Ripe 35g

Snack Proud, Popcorn, Nacho Cheese, 15g

Snack Proud, Tamari Almonds, 30g

Springhill Farm, Passionfruit and Lime Slice 25g

ZZCharlie's, 2Piece Shortbread Cookies 18g

ZZSnack Proud Get Seedy Bar Choc Crackle 25g

SNACK PROUD

Pantry Stocking

Snack Boxes

Healthy Mix - 75 Pieces

Price per Box = **\$195.00 + GST**

Premium healthy snacks from jerky to protein balls. Snack Prouds most popular box.

Lead Time: 1 Week from Ordering

Display Box Included in First Order

Frequency Recommendations

10 People = 1 per Month
30 People = 1 per Fortnight
50 People = 1 per Week

Uplift your WeWork Space with delicious, better for you snacks.



How We Make Life Easy:

- Snacks & drinks on autopilot
- Snacks rotated monthly
- All dietries included
- Budgets managed, no overspend

How To Get Started:

Reach out to your Community Team. These are available as a one off purchase or on a **3, 6 or 12** month commitment term at a cadence of your choice.

Want to Add a Drinks Package:

Drinks packages are available for **\$165.00 + GST**. These include **84 Items** from a range of Coke No Sugar, Flavoured Sparkling Waters, Kombucha and Coconut Water.



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Bougie, Strawberries & Cream Dates 30g

BSC, Violet Crumble Chocolate
Honeycomb 55g

Double D, Smart Sweets Sour Watermelon
Bears 50g

Happy Snack, Fava Beans, Smokey BBQ,
25g

Huff & Puff, Pork Crackle American BBQ
25g

Love Snacks, Trail Mix - Strawberry, Fig
and Seed

LuvSum, Protein Ball Super Berry Nut 42g

Macy & Tailor, Pressed Pretzel Honey &
Mustard 15g

Piranha, Snaps BBQ Smokehouse 25g

Popcorners, Popcorn Chips, MultiPack,
28g

Shary, Veggie Crisps Broccoli 25g

Snack Proud, Dark Choc Cranberry Nut Bar
35g

Snack Proud,Skinni Almonds, Salted
Caramel, 30g

ZZKyoree, Oat Bar Banana 30g

ZZSnack Proud, Choc Coated Protein Bar
Choc Mint 35g

SNACK PROUD

Pantry Stocking

Snack Boxes

Naughty & Nice - 125 Pieces

Price per Box = **\$250.00 + GST**

A mix of protein snacks and more mainstream treats like cookies and slices.

Lead Time: 1 Week from Ordering

Display Box Included in First Order

Frequency Recommendations

30 People = 1 per Month
50 People = 1 per Fortnight
70 People = 1 per Week

Uplift your WeWork Space with delicious, better for you snacks.



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- Budgets managed, no overspend

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Happy Snack, Crunchy Chickpeas, Lime and Cracked Pepper, 25g

Kreenuts - Milk Chocolate, 39g - 1 Item

Piranha, Snaps Light & Tangy Salsa 25g

Piranha, Soy Crisps, Sweet Chilli Lime, 23g

Redrock - Deli Chips MultiPack 280g - 10 Pieces

Snack Proud, Choc Coated Protein Bar Double Choc 35g

Snack Proud, Crunchy Edamame , Salted, 30g

Snack Proud, Grassfed Jerky, Original, 30g

Snack Proud, Popcorn, Nacho Cheese, 15g

Snack Proud, Popcorn, Salted, 15g

Snack Proud, Protein Ball Peanut Butter & Jelly 35g

Snack Proud,Skinni Almonds, Salted Caramel, 30g

Springhill Farm, Passionfruit and Lime Slice 25g

ZZCharlie's, Triple Choc Cookie 20g



Pantry Stocking

Managed Pantry Programs

Build Your Own Budget:

Custom quote provided by our partners.

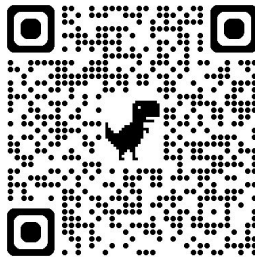
These are completely customisable programs designed for your needs.

Lead Time: 2 Weeks from Ordering

Recommendations:

This is best for offices of 40+ people.

Scan this QR code to submit an enquiry for a custom snack program with Snack Proud.

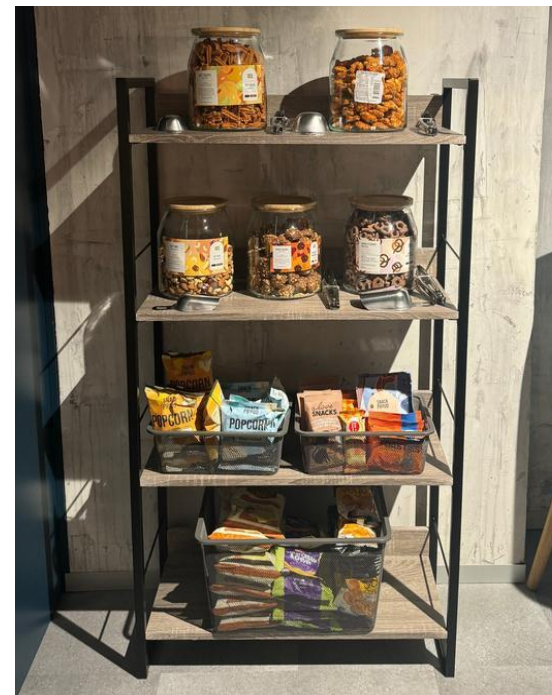


How We Make Life Easy:

- Snacks & drinks on autopilot
- Completely customisable to your scope
- Drinks, snacks & fruit
- Optional pantry manager inclusion
- Budgets managed, no overspend

How To Get Started:

Reach out to your Community Team who will assist with providing a form for quotation by our partners. These programs are only available on a 3, 6 or 12 month commitment terms.



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Labour Services

Deep Cleaning

Standard Deep Clean

Price per Work Unit = **\$2.28 + GST**

A minimum charge of \$8.22 applies to this service

Lead Time: 1 Week from Job Approval

Deluxe Deep Clean

Price per Work Unit = **\$5.40 + GST**

A minimum charge of \$20.94 applies to this service

Lead Time: 1 Week from Job Approval

Considerations

Price is based on the number of 'Work Units' contained within your office. For help determining this please speak to your Community Team.

Supplement your current cleaning with an additional Standard or Deluxe Deep Clean

Standard



Standard Deep Clean

- Increase your deep cleaning frequency from Fortnightly (maximum Daily)
- Scope Includes:
 - Damp wipe of desks
 - Damp wipe chair arms
 - Vacuum Floor
 - Mop Floor (if applicable)
 - Dust any furniture if clear
 - Pedestals (external surface) to be dusted and wiped
 - Remove smudges and marks on internal glass
 - Damp wipe low level fixtures including skirtings and window sills
 - Wipe door handle, around door handle and light switches
 - Wipe top of all bins

Deluxe



Deluxe Deep Clean

Everything in the Standard Deep Cleaning, plus:

- Internal glass blade clean
- Under pedestal and desk clean
- IT Equipment clean
- High-touch point sanitisation (phones, keyboards, mouse)
- Desk and workstation disinfection/scrubbing
- Spot cleaning of walls and partitions
- Detail dusting of vents, blinds, picture frames, and ledges
- Upholstery cleaning (chairs, couches, etc.)
- Office kitchen deep cleans (microwave, fridge)

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Deep Cleaning

Spring Clean

Price per Work Unit = **\$19.20 + GST**

A minimum charge of \$74.82 applies to this service

Lead Time: 1 Week from Job Approval

Considerations

Price is based on the number of 'Work Units' contained within your office. For help determining this please speak to your Community Team.

Supplement your current cleaning with a quarterly Spring Clean

Spring Clean



Spring Clean

- Add a one time or recurring frequency from monthly to quarterly
- Everything in the Deluxe Deep Cleaning, plus:
 - Desk Chair steam clean
 - For carpets: deep steam clean
 - For hard floors: machine scrub and polish
 - Upholstered furniture (including chairs, sofas, and fabric partitions) removal of dust, allergens, and stains
 - Sanitisation of high-touch surfaces
 - Kitchen and Breakroom Deep Clean: A thorough cleaning of all kitchen appliances, including the inside of the microwave, refrigerator (empty and wipe down). This also includes wiping down all cabinets, countertops, and backsplashes, and scrubbing the sink



- Spot cleaning of walls to remove scuff marks, smudges, and fingerprints
- Disinfection of Technology: A gentle wipe-down and disinfection of office technology, such as keyboards, monitors, and telephones
- Thorough Surface Wiping: A comprehensive wipe-down of all clear surfaces, which involves temporarily removing items from coffee tables, dining tables, and shelves to allow for a full, unobstructed cleaning and dusting of the entire surface area before replacing the items

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Dedicated Cleaning

Dedicated Cleaner

Price per Hour (minimum 4 hours per day, Monday to Friday) = **\$56.76 + GST**

Lead Time: 2 Weeks from Job Approval

Considerations

Minimum commitments may apply to Dedicated Cleaners - this will be communicated to you before servicing commences

Supplement your current cleaning with a dedicated Cleaner.



Dedicated Cleaner

- Increase cleaning frequency and take more control of your scope by leveraging your own cleaner
- Perfect for Enterprise Members with higher space usage, custom amenities or large high use breakout spaces
- Cleaner Tasks can include:
 - Removal of bulk rubbish
 - Lunch area cleaning
 - Post event cleaning
 - Increased bathroom cleaning
 - Removal of rubbish from Desks
 - Bespoke scope that is important to your business

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Facilities

General Labour

If you require these services, please reach out to your Community Team or raise a [Support Request](#)

Lead Time: 1 Week from Job Approval

Installations

TV Mounting = **\$340 + GST**

Whiteboard Mounting = **\$340 + GST**

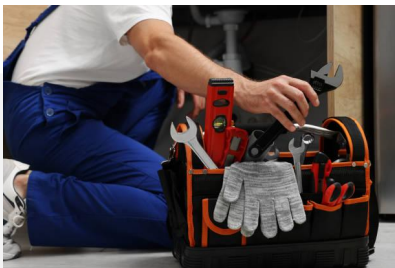
Considerations

TV and Whiteboard Mounting includes minor consumables required to hang, but does not include:

- Mounts
- Structural Works
- Power or Data Cabling

Upon vacating the space, the member is to make good the removal or restoration of any alterations.

Your office's to-do list, handled. Reliable facilities services for a fully functional workspace.



General Labour

- Need help doing something around the office?
- Example use cases include:
 - Furniture assembly
 - Office reconfiguration



Installations

- Preset pricing for common works
- All materials must be provided by the Member Company
- Pricing is indicative of labour time only, additional construction materials or time may be required based on the install location

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Technology and Security

Technology

For pricing or for more information, please reach out to your Community Team for the full Technology Add-On Catalogue

Considerations

Minimum commitments may apply - this will be communicated to you before servicing commences

Dedicated bandwidth is not available in all buildings - speak to the Community Team for more information

Seamless tech solutions. Empowering your office to reach peak performance.



Private WiFi

- Support data security by giving your employees a branded, private wireless (WiFi) network with unthrottled access to available internet bandwidth.



Public IP

- For those who wish to build their own network, establishing a public IP on the WeWork network will allow your members direct internet access to their own firewall or appliance

Private Subnet/VLAN

- Establish a private and security-enhanced connection on our wired network—separating your employees' internet traffic from other members.



Dedicated Bandwidth

- High-performance internet, exclusively for your employees, featuring enhanced security and speeds. Includes primary and secondary Internet Service Provider circuits to support internet continuity if one circuit fails.

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Security

Access Reports

1 Time Access Report = **\$155.00 + GST**

Monthly Access Reports = **\$740.00 + GST per year**

Weekly Access Reports = **\$3,200.00 + GST per year**

Security Services

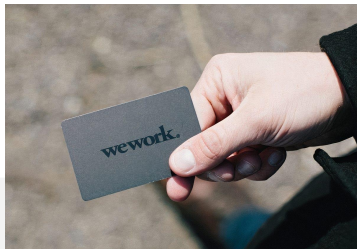
Price per Hour (minimum 4 hours) = **\$100 + GST**

Lead Time: 1 Week from Job Approval

Considerations

Monthly and Weekly access reports are each subject to a minimum commitment of 12 months.

Security services to suit your business needs.



Access Reports

- 1 Time Access Report data can be for a period of time you specify, up to a maximum of 18 months in the past
- Monthly and Weekly Access Reports contain the information for the previous period (either the previous month or week respectively)
- A separate report will need to be purchased for each building a Member occupies
- Access Reports contain only swipe data for Keycards owned by the requesters Member Company. The data provided in access reports include:
 - Name of Employee
 - Date
 - Time Stamp In and Out
 - All other personnel data such as wework employees, housekeeping teams and, vendors will be removed from the data. This is aligned with WeWork data privacy policy.



Security Services

- Hosting an Event?
- Security Guards can provide assistance with crowd management and access Control
- Speak to your community team for more information on this service

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