

INOFFICE memo

INOFFICE
SERVICES

News and information from Inoffice Services **2007 No.10**

Inoffice provides critical expertise and knowledge - ensuring you maximise the performance of your business.

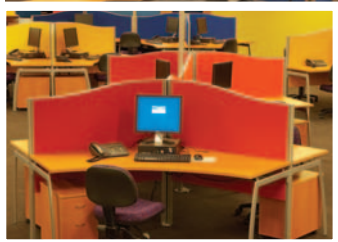
Sales Force Australia's Geelong office is turned from an empty space into a 300 seat call centre in 8 weeks. Fitout was performed by Inoffice Services.



before



after



Welcome to the first edition of **Inoffice memo**, our new newsletter, intended to keep you informed of the latest developments at Inoffice Services.

InOffice Services is a leading industrial and commercial development company, specialising in the design, fabrication and installation of office refurbishment and construction.

Our experience suggests that poor office design and efficiency can have a substantial impact on employee moral and productivity, not to mention increased noise and higher heating and cooling costs. InOffice has the necessary experience and knowledge to develop and install open plan, private office workstations, partitions, furniture and services, as well as meet the exacting requirements for the reception areas, boardroom and data processing services. And if you're not already aware, we've expanded our operations to also include ceilings, furniture and workstations. We like to think of ourselves as your 'one-stop shop' for all your office fit-out needs.

Thanks for taking a moment to read this issue of 'Office memo', and watch out for our next issue.

Andrew Herschell
- Managing Director



Capabilities

- Boardrooms
- Private offices
- Receptions
- Workstations
- Open plan
- Data processing areas

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MEDICAL CENTRE takes shape

Inoffice has been actively involved in the development of the Medical Centre in Doncaster.

Now thanks to our expertise, one of the area's most exciting and prominent buildings has been brought to life.

On the inside we've played a major role: providing all interior work such as ceilings, foyers, partitions and services. In fact, thanks to Inoffice unique structural appraisal and associated engineering work, we've also helped the developer to proceed promptly and cost efficiently.

This is because we have the expertise, people and resources you can rely on to

get the job done - on time, on cost.

We can design and provide complete fitouts, partitions, ceilings or refurbishments.



Level 3	2385 m ²
Level 4	2385 m ²
Level 5	850 m ²
Level 6	850 m ²
Total	6470 m²

'Design and Construct' proves it's value

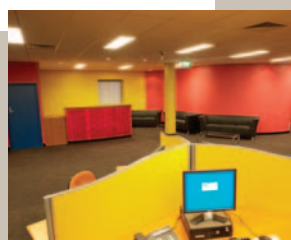
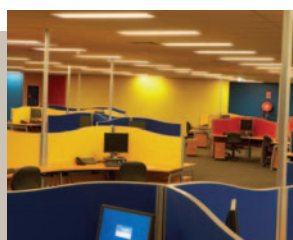
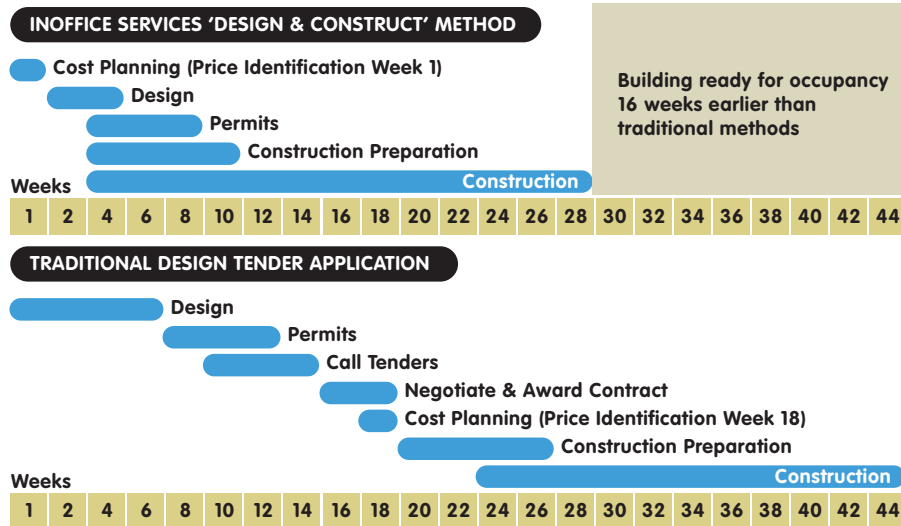
One of the main benefits of using Inoffice Services is our Inoffice 'Design & Construct' (D & C) process of project delivery.

Very simply, D & C works for you by substantially reducing costs by implementing a more effective design and construction time schedule. And it covers

everything: designs, permits and construction.

More importantly, at every stage of the D & C process Inoffice Services continues to provide only the highest quality products, materials and services to our clients and customers.

To understand our method of construction, simply compare the D & C process with that of traditional design tender applications as shown in the accompanying table.



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