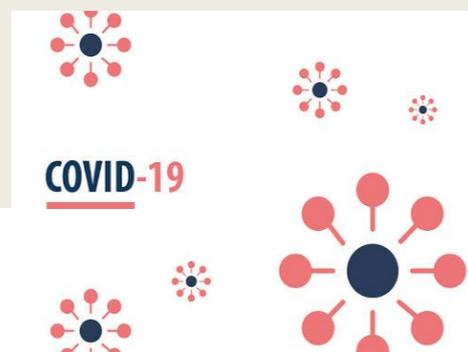


PINNACLE HOUSE

MONTHLY NEWSLETTER.



Pinnacle House is proud to announce we are sponsoring the Hunts Post Business Awards.

TAKING PLACE NOVEMBER 2020.

Pinnacle house is proud to announce that we are sponsoring the Hunts Post business awards that is taking place in November 2020. It's the highlight of the counties business calendar throughout Huntingdonshire.

The Hunts Post Business Awards now in its 23rd year aims to celebrate and promote achievements of individuals and businesses within Huntingdonshire, while looking forward to the coming year.

These awards are a platform for companies to raise their profile within the business community.

The awards are the perfect opportunity for businesses to showcase their achievements.

Pinnacle house are sponsoring the family business of the year award. If you feel that your company deserves an award, why not write in and nominate your business.

For more information check out their video link:

<https://www.facebook.com/huntsbusinessawards/videos/534003694111663/>

Or visit their website: <https://www.huntsbusinessawards.co.uk/>



Workplace changes.

WE HAVE MADE CHANGES.

Here at Pinnacle House Business Centre, we believe that by creating the right environment and levels of service for our clients, we can enable them to be free to concentrate on what is most important – their business.

This has never been truer than in the current climate.

As a responsible and proactive provider, we have already put in place a series of measures that are in line with the government guidelines for hygiene and social distancing so that all our clients can continue to operate in our centre, using all the communal areas and as and when required, use additional onsite facilities such as meeting rooms, kitchens and break out areas.

We understand that you may have questions and so we have taken the time to list a few FAQ's . If you have any further questions, please contact the reception team on 01733 857 600 or email us on info@Pinnaclehouse.co.uk

What will be the procedure to report suspected or confirmed COVID-19 Cases?

As before, please continue to let us know if you have a suspected or confirmed case by emailing your centre manager as soon as possible. We will act in line with the government guidelines.

Will you be providing PPE for employees, clients and guests?

We have introduced reduced hours for manned reception and initially staffed the buildings between the hours of 9:30am – 16:30. Provided our own staff (post, meeting room prep, cleaning etc.) with PPE, however we will not be providing PPE for our members or guests.

Will the building teams be available to help me? Will we still be able to speak to the reception team in person?

Our reception teams will be on hand, in person or via phone and email, to help you between the hours of 09.00 – 17.00. We want to provide you with the best possible service so if you have any questions, please email your centre manager to arrange a time to meet and discuss. Please note we will be adhering to social distancing practices and our staff may be wearing PPE. If you would prefer to talk over the phone or via email, just let us know.

MEETING ROOMS.

Pinnacle House would like t



**NEW TENANTS:
MORELY DESIGNS**

Pinnacle House would like to welcome Morely Designs. James Morely have moved into office 9 on the ground floor so please give a virtual welcome wave when passing.

Welcome to Pinnacle house, we hope you enjoy your tennancy.

 **Monthly Moan...**

Microwave Ovens



Please do not heat your food uncovered in the microwave ovens as the resulting splashes are unpleasant for other users. Please use the plastic food covers provided.

If you do spill any food please wipe it up straight away as dried-on food is difficult to remove.

Waste Skips



Please remember that the waste skips for the business centres are for general waste only. Volume waste should not be put into these but should be removed from site by tenants as per the terms of the Licence Agreement.

If you put waste into a skip please ensure that the lid closes and do not leave bags of waste beside the skip as this attracts wildlife.

Fridges



If you leave food in the fridge overnight please make sure it is labelled with your name and the date.

We clean out the fridges on a regular basis and we will throw away anything that is not labelled or is out of date.

Milk



Please note that the milk that we provide is for making tea and coffee for tenants only. If you wish to make milky drinks or cereal, please bring your own milk.

Similarly, if you are expecting a lot of visitors please consider bringing your own supplies.

PINNACLE HOUSE KITCHENS.

We service kitchens throughout the day, Monday to Friday, however; we kindly ask that kitchens are left clean and tidy after use, especially to those who make use of our kitchens out of hours, such as evenings and weekends.

Please place all dirty items inside the dishwasher once used as this will help us keep things tidy. Please be considerate when it comes to spillages and small accidents, although we do appreciate these happen, we kindly ask that you clear it, or wipe it. We had a few complaints recently regarding kitchens being used and not left presentable for the next person.

Thank you.

If your company has some news, offers or successes to share, please feel free to let us know and we will be more than happy to place it in our next newsletter.

