



Seminar Space Rental Opportunity

Dear Future Colleague,

It is with great pleasure that I provide you with all of the information that you will need in order to make your decision to work with From Within Wellness. We are excited to share with you our vision and opportunities.

From Within Wellness is a multidisciplinary clinic that opened July 1, 2006 in Lessard Mall (West Edmonton). Our clinic offers 6 treatment rooms, a 1000+ sq ft seminar space, many amenities and a fantastic work atmosphere. From Within Wellness is the result of many hours spent growing our massage company – From Within Therapy. The new space has been renovated with new laminate flooring, soothing paint colours, a Zen garden in the reception area, new furniture, and many other additions. From Within Wellness is a place of relaxation, healing and health.

Please read all of the information in the following package as completely as possible. Do not hesitate to contact myself with any questions or comments. Thank you for taking the time to learn more about From Within Wellness and welcome to our family!

info@fromwithin.ca

780-489-7799

Description & Availability

From Within Wellness Centre Inc. has recently renovated an 1800 sq ft Seminar Space and launched a Yoga & Bellydance Studio. Currently, the Seminar Space includes ~1000 sq ft of open floor space, a changing area and a washroom. To accommodate the growing demand of our Seminar Space, we plan to divide the space into 2 rooms of 600 sq ft and 400 sq ft by January 2009.

As of November, 2008 our Seminar Space is mostly in use in the evenings and on Weekends (please contact us to learn more about weekend availabilities). Current available days and times for booking include:

- Monday thru Friday – 9am to 5pm
- Saturday & Sunday – 9am to 9pm

Seminar Room Pricing

<i>Weekday Hourly Rate</i>	\$25 +gst
<i>Weeknight & Weekend Hourly Rate</i>	\$35 +gst
Booking in 3+ hrs consecutive blocks*	10% off hourly rate
Booking in 7+ hrs consecutive blocks*	20% off hourly rate
Booking 8+ hours total monthly**	10% off hourly rate
Booking 16+ hours total monthly**	25% off hourly rate
Weekend Day Rate (2 or 3 days booked)	\$210 +gst
Weekend Evening Rate (5pm – 9pm)	\$90 +gst

Description and Clarifications

- Weekdays are Monday thru Thursday
- Weekends are Friday thru Sunday
- Daytime hours are 9am-5pm
- Evening hours are 5pm-9pm

* In the case that a yoga or other class is scheduled in the middle of the desired time block, we will still consider the schedule time a “consecutive block” if it is scheduled right up to the previously scheduled class and starts again right after this class. This will occur if a lunch-time yoga class is scheduled previously to your booking of the space.

**For example, if the seminar space is rented on a Saturday & Sunday from 9:00am to 5:00pm (two days, each 8 hour consecutive blocks, total 16 hours in month) the hourly rate is \$26.25 (\$425/weekend).

Services and Amenities Available (additional cost – please inquire)

Full-Time Reception

We currently offer 35 hours of reception per week, Tuesday thru Saturday. Our receptionist is available to answer general client questions, book appointments, clean the common areas, maintain in-house laundry, and complete many other tasks. Generally, they are here to assist you with non-practice related duties.

In addition to appointment booking through the receptionist, we also offer online appointment booking, which adds to client and renter convenience.

Management

From Within Wellness has recently hired an on-site manager to improve office procedures and policies and to better assist with renter's concerns. Our Manager is available during most business hours to handle and respond to concerns, deal with accounting and payroll and provide general assistance with business growth.

In-House Laundry

From Within Wellness laundry machines are available for business related use. Only all-natural and biodegradable laundry detergents are used. We also have available organic linens of 2 sizes that are currently used by our Massage Centre.

Basic Bookkeeping and Accounting

From Within Wellness performs basic bookkeeping of all revenue received through the Centre at the end of each day. From Within prefers to receive all payments from clients (with the exception of cash tips) and pays out Renter revenue on a bi-weekly basis.

Basic Advertising

From Within Wellness uses a consistent template for business cards and brochures. We are able to provide renters with a fixed amount of business cards and brochures for use at the Centre. We can also put your services on the website so that the on-line community can access your information.

The Centre is also currently sending out a bi-monthly newsletter to the community that you can use to highlight your services. A cost is associated with the inclusion in this newsletter based on advertisement size, with a reduced cost available for commitment to multiple newsletters.

Appendix A: Current Seminar Space Floor Plan

