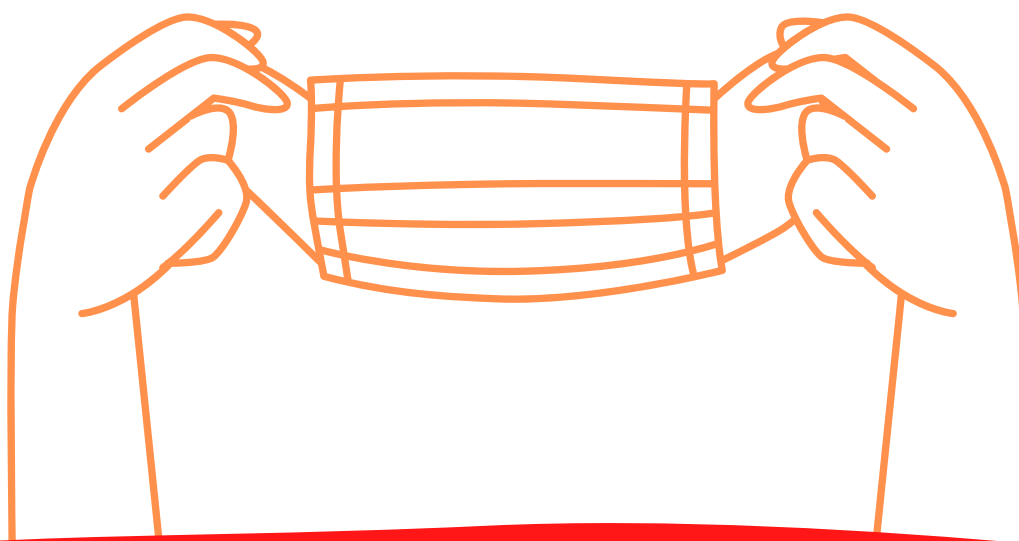


OUR RULES

HELP US MAKE IT WORK

#Coworking and Offices



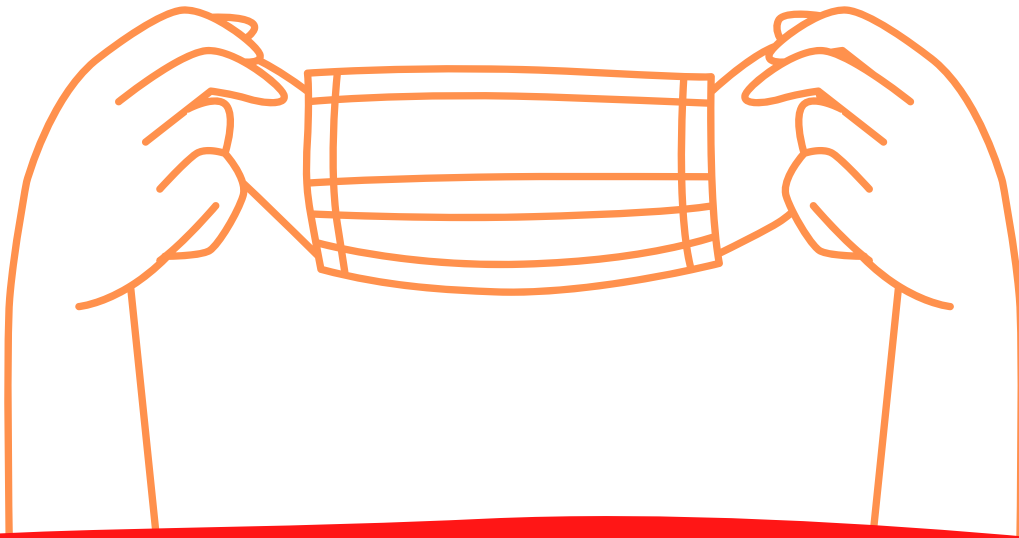
Do's

- ✓ Thoroughly wash hands with soap and water frequently. Each sink throughout Newtons is equipped with soap for this
- ✓ Clean your desk before and after use with provided wipes and sprays
- ✓ Keep your distance
- ✓ Do not rearrange furniture as they have been spaced and allocated carefully.
- ✓ All your visitors MUST sign in on the iPad

OUR RULES

HELP US MAKE IT WORK

#Meetings



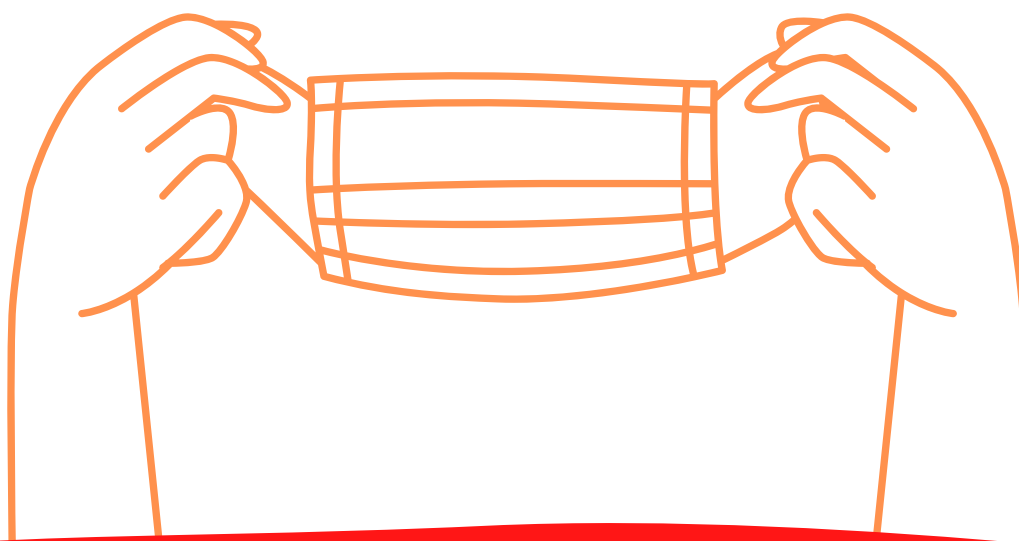
Do's

- ✓ Thoroughly wash hands with soap and water frequently. Each sink throughout Newtons is equipped with soap for this
- ✓ Clean all tables before and after use with provided wipes and sprays
- ✓ Keep your distance during the meeting
- ✓ Do not rearrange furniture as they have been spaced and allocated carefully.
- ✓ All your visitors MUST sign in on the iPad so we can track whose has visit

OUR RULES

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#Event Space



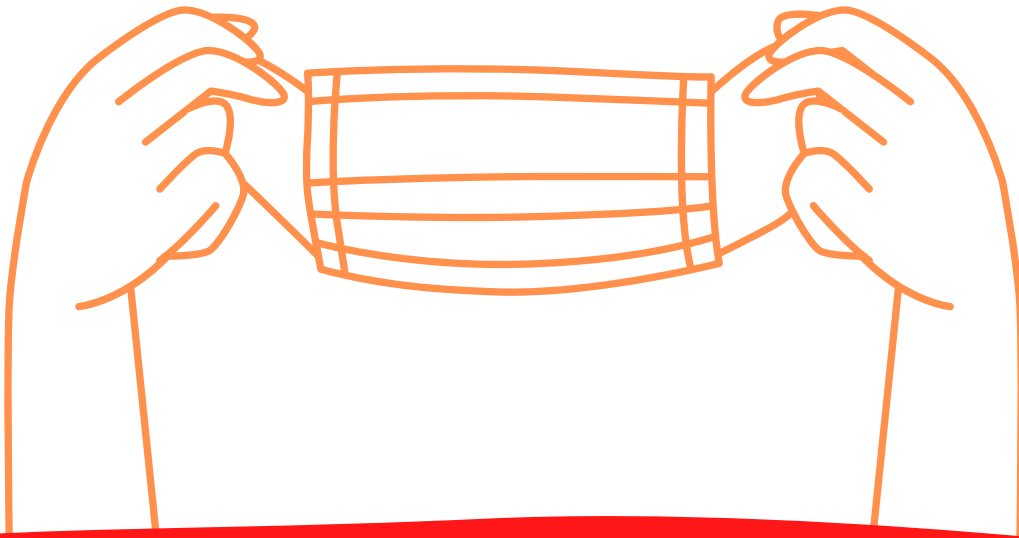
Do's

- ✓ Thoroughly wash hands with soap and water frequently. Each sink throughout Newtons is equipped with soap for this
- ✓ Clean all tables before and after use with provided wipes and sprays
- ✓ Keep your distance
- ✓ The furniture will be cleaned and stacked before an event, please arrange the furniture to suit your needs – you must adhere to Gov guidelines
- ✓ You must record the name and number of all those that attend your event

OUR RULES

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#Newtons Coffee Co



Do's

- ✓ Please follow our one way system
- ✓ Sitting in? You'll need to provide your name and number for NHS Track and Trace
- ✓ Keep your distance
- ✓ Do not rearrange furniture as they have been spaced and allocated carefully.
- ✓ Thoroughly wash hands with soap and water frequently. Each sink throughout Newtons is equipped with soap for this