

Regal
Court

Business
Centre



December

December 2022

Welcome

Join us in welcoming **EDYK** to our 1st floor who have expanded from a Virtual Office. They specialise in providing a high-quality services in all its fields of expertise, including design, construction, and property renovation.

EDYK
INTERIOR DESIGN + CONSTRUCTION

It is great to see our clients success stories and developments! With many entrepreneurs looking for a starting point, our virtual offices offer them a great opportunity to get their business off the ground.

Also, we would like to give a congratulations to H&M Immigration who have expanded their office within the 1st floor! H&M Immigration joined Regal Court Business Centre in June 2018!

If you spot them around the centre why not say hi!

Additionally we welcome 2 new virtual offices—AAN Management UK Ltd & Auro Services Limited! We hope that they enjoy the benefits of being apart of Regal Court Business Centre!

Meet the Team

Fiona Bryan
Business Centre Manager

Sian Warner
Marketing Assistant / Customer
Service Representative

Kathrine-Anne Douglas
Meeting Room Coordinator /
Customer Service
Representative

Kayleigh Smith
Customer Service Representative

David Taylor
Estates Manager

Bob Sampson
Head of IT

Welcome our new team member - Kayleigh

Kayleigh has been working within customer service for 6 years and has joined the team in November 2022. By working in the Operations Customer Service field for the past year, she thought working in an office environment would be a perfect opportunity to meet new people as well as interacting with clients and visitors on a day to day basis. She hopes by joining the team she will gain a new skill set and further her knowledge in the customer service field. Please feel free to say hello if you see her about!



Regal Court Business Centre

Delightful December Deals



Celebrate Christmas
with 25% off
meeting room
bookings and free
mince pies for your
delegates*!

*Terms and conditions



CHRISTMAS DONATIONS APPEAL

We are collecting donations for Slough Outreach! They aim to put together backpacks and distribute them to rough sleepers in Slough for Christmas.

We would appreciate any help and support you can offer.

Please hand in donations by
Wednesday 21st of December



SLOUGH OUTREACH

RUCKSACK APPEAL

For our homeless friends at Slough Outreach

All items must be new and unused.
Please ensure all food items are sealed and in date.



Hand wipes & Baby wipes
PPE (disposable masks & gloves)
Hand cream
Shampoo & conditioner
Shower gel, soap
Toothbrush & toothpaste
Tissue packets
Chapstick

Thermal socks
Gloves
Hat or ski hat
Thermal neck warmer
Jumper & joggers / Top & Long
Johns set
Raincoat

Crisps
Energy bars
Soup sachets
Soft drinks

Sleeping bag
Blanket
Insulated foam mat
Camping tent
Umbrella
Torch

What is on this month?

With Christmas just round the corner why not look into a few fun, festive activities?



Royal Ascot

Christmas Racing Weekend

One of Britain's favourite hurdle races. Off the track, seasonal fun for all with a range of festive entertainment set to delight racegoers of all ages.



Saturday 17th December 2022

Tickets starting from £33.00

www.ascot.com



Windsor Great Park Illuminated

This very special light trail returns to light up the festive season brighter, better and more dazzling than ever with a brand new trail design and spectacularly re-imagined installations.



Thursday 17th November 2022 -

Friday 2nd January 2023

Tickets starting from £19.25

www.windsorilluminated.com



Bank Holidays

This year Reception will be closed on

Monday 26th December & Tuesday 27th December

(substitute day as Christmas Day falls on a Sunday and Boxing Day falls on a Monday this year)

And Bank Holiday Monday, 2nd January 2023!

Please note during this time we may be operating reduced hours.

We will keep you updated but if you have any questions or queries please let us know.

If there is an emergency during this time or out of receptions please call the out of hours contact number: **01753 910 909**

Royal Mail Post and Parcels

With Christmas around the corner we are expecting the deliveries to reception to increase as everyone hurries to complete their Christmas shopping lists! Please be aware of this month's Royal Mail strikes to ensure you receive all your parcels in-time this year!



Is your office cold?

Would you like your office to be warmer and ready for when you arrive each morning?



Contact the reception team to discuss creating a timed schedule for your air-con! Not only is this an eco-friendly option to heat up your office, it is more cost efficient!

Don't forget:

We have some exciting news! Burlington Car Park is now open, bringing 60 new parking spaces to the town centre located behind Regal Court Business Centre



Burlington Car Park –

It is cashless ONLY / Ringo Pay.
60 open spaces.

Blue badge holders park for free.

Your visitors can utilise this carpark from £1.20 per hour.



@regal_court



Regal Court Business Centre



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Winter Weather

With the weather getting colder, there will be a chance of snow and ice. It is important all persons adhere to common sense protocols and accept they have a responsibility for personal safety by following simple rules:

- Snow and ice present health and safety risks, as the potential for slips, trips and falls increases significantly.
- Walk, don't run.
- Wear appropriate footwear with a non-slip sole.
- Try where possible to keep your hands free of objects in order to aid balance and minimise the effects of a slip, trip or fall.
- Allow more time for your journey.
- Be mindful of slipping while walking, particularly when using ramps and steps.
- If driving be mindful of skidding when leaving car parks as they may not have been gritted.

