



Coworking ScaleUp Hub FAQ



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FAQ: CBRIN

What is Canberra Innovation Network (CBRIN)?

The Canberra Innovation Network (CBRIN) is a not-for-profit and launched in November 2014 on the back of a progressive local government and collaboration between Canberra's world class education and research institutions, who now represent our Foundation Members.

Our mission is to ***"empower entrepreneurs to make an impact and change the world."*** In doing so, we are strengthening the position of Canberra as a clever, connected, and creative city where entrepreneurs and businesses build on the city's excellence in research and innovation to create social and economic benefits for all citizens.

How can CBRIN help me?

Whatever stage your business is in, there are a range of opportunities in Canberra. We'd love to talk to you about the possibilities. Get the ball rolling by booking in for a free 30 minute consultation with a member of the CBRIN Team: cbrin.com.au/book

Who's in the CBRIN team?

The CBRIN team are passionate about the innovation community and want to help you find the right information, opportunities and connections! We believe that entrepreneurs are everywhere, and our ethos is to help them uncover their potential.

Learn more about the CBRIN Team here: <https://cbrin.com.au/about/>





Located in the heart of Canberra City, our not-for-profit coworking space is dedicated to fostering the innovation community.

With access to bookable meeting rooms, various breakout spaces, a kitchen, high speed Wi-Fi, printing facilities and support, it's the perfect place to grow your business.

When you join CBRIN coworking, you join a thriving community and connect with startups, entrepreneurs, researchers, and innovators. Stay connected, learn insights and be productive in this peer-to-peer support network for innovators and entrepreneurs across the Canberra region.

FAQ: General

What is CBRIN Coworking?

Located in the heart of Canberra City, our not-for-profit coworking space is dedicated to fostering the innovation community. With 2 floors of open-plan coworking and offices, access to bookable meeting rooms, various breakout spaces, a kitchen, high speed Wi-Fi, printing facilities and business support, it's the perfect place to work and grow.

CBRIN Level 5 Coworking comprises of 112 Full Time Desks and 26 community desks.

CBRIN Level 4 ScaleUp Hub comprises of 21 lockable offices (with 4-21 person capacity).

Level 4 Scale Up Hub is dedicated to Canberra-based operations of scaling up businesses and innovative SMEs. The purpose of the floor is to encourage collaboration and co-location of high growth potential innovative businesses who have either raised capital or have growing revenue that allow them to grow their customers significantly and create new jobs rapidly.

Recognising that these businesses may still be in a vulnerable stage of their growth journey, CBRIN offers support that is beyond affordable rent and favourable term conditions. By locating at CBRIN your business will have access to events, mentors, experts, and programs that can further accelerate your growth.



How do I access CBRIN?

24/7 access to the Level 4 ScaleUp Hub is electronic via Salto. You will receive an invitation to set up a Salto account and download the Salto KS app. You will have access to the main lobby doors and your office/s.

Access to 1 Moore Street and Level 5 Coworking requires an Access Card from the CBRIN Team.

How do I access the Wi-Fi?

The CBRIN Team will provide you with a password to access the CBRIN Coworking wifi.

There is also Guest wifi for your visitors.

Who works from CBRIN?

CBRIN is home to Canberra entrepreneurs, students, startups, SMEs, innovators and researchers, just to name a few. We always have a current directory of residents in the CBRIN lobby area and on OfficeRnD!

FAQ: Facilities

Can I get mail and packages sent to CBRIN?

Yes! Mail and packages can be sent to *GPO Box 596 Canberra 2601*. It is important on the package you include your full name and your company.

It is not reliable for any mail and/or packages to be sent to our physical street address.

Are there end of trip facilities?

Yes! There are showers on Level 4 and 3 wall-mounted bike racks.

There is also a secure bike cage located in the basement of 1 Moore Street. It can only be accessed by pass holders.

Where can I park close by?

The closest parking is available in the CityWest Carpark located on Allsop St and under the EY building at 121 Marcus Clarke Street (access via Childers Street).

Where can I get coffee?

There is a great coffee machine in the ScaleUp Hub kitchen that uses fresh coffee beans!

We also have a Nespresso coffee machine on Level 5 with a variety of pod flavours

If you want to venture out of CBRIN, there's plenty of coffee shops close by. Our team are fans of Harvest Coffee, The Goods Wholefoods and TERRA - all are located directly across the street.

How do I print?

Chat to someone from the CBRIN team to hook you up on the printer! We utilise Canon Uniflow Secure Print. As part of onboarding, you will receive an email invitation to set up printing. Residents are allocated 100 pages of colour printer per month and 50 pages of black & white. Additional costs will be invoiced.

Can I use the space to run an event?

Have a chat to the CBRIN Events Manager to see if the space will work for your event. Bonus: Coworking residents can access discounted rates for event room booking.

FAQ: Meetings

What meeting rooms are available?

Level 4 has 6 bookable meeting rooms. All meeting rooms have TV's, HDMI adapters, webcam and microphones. The capacity for each meeting room varies from 4 to 10 people.

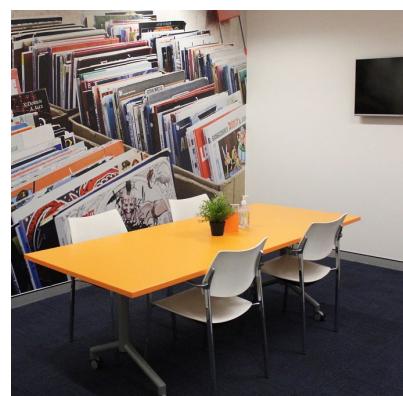
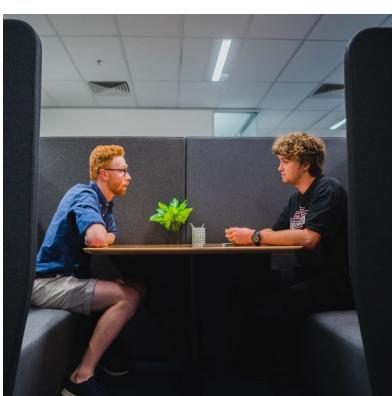
Please be mindful of others when using meeting rooms - leave them neat and tidy, wipe down the whiteboard, and do not remove cables/webcams etc.

How do I book meeting rooms and when can I use them?

Online bookings can be made via CBRIN's OfficeRnD Member Portal. You will receive an email invite to OfficeRnD. Please contact the CBRIN Team to set up online bookings.

If you are working at CBRIN, speak to the CBRIN Team directly. Alternatively, you can message a CBRIN team member directly on Slack.

If you are not at CBRIN, call 02 6183 6812, email the Community Manager or message the CBRIN team directly on Slack. Calling via phone is the quickest way to secure a booking.



Is there a time-limit on meeting room bookings?

Yes - there is a 2 hour limit on meeting room bookings, subject to availability. If you require a longer booking, check in with the CBRIN Team. Please do not make back-to-back room bookings.

Half day or full day bookings can be made for the River Oak room, the Lab or Events Room.

Please note that bookings longer than 2 hours will incur a booking fee.

Can anyone book the meeting rooms?

Meeting rooms are primarily for CBRIN coworking residents. From time to time the CBRIN team will book the meeting rooms, eg. as break-out spaces for events.

EVENTS Can I book one of the larger events room?

Yes! CBRIN has 3 event spaces: the River Oak Room on Level 4 (capac), and the Lab (30 pax) and the Events Room (100 pax) on level 5. Please contact events@cbrin.com.au to enquire about booking these rooms.

FAQ: Community



Where can I take calls?

We have plenty of areas around CBRIN to make calls! Book a meeting room, jump in the phone booths, meeting pods or any of the breakout spaces. If you need to take a call or a video meeting at your desk, please use headphones, and be mindful of your noise level.

Are there events for the coworking community?

Yes, absolutely! Our mission is to build a strong and healthy social environment for all residents.

We run regular social and educational events for the community. These events create networking opportunities and foster a truly collaborative and inclusion work culture.

How do I find out more about community events and when they are on?

Curious to know what's coming up? Events are posted on Slack and OfficeRnD and on the notice boards around the space.

How can I stay connected to other residents when I'm not working from CBRIN?.

We have a dedicated Slack workspace with over 500 entrepreneurs and startups.

This online community exists to support the Canberra innovation community. It's place where you can bounce ideas, learn something different and connect with new people

Is there a directory of residents?

A full directory of residents is available on OfficeRnD and in the foyer of the lobby on Level 5.

You've mentioned OfficeRnD twice now, what is that??

OfficeRnD is a coworking member platform. CBRIN Coworking residents will be provided with access on induction. From the OfficeRnD member portal, you can booking meeting rooms, find the company and member directory, find information on events, and log any maintenance issues.

Have a question that wasn't answered?

Get in contact with the CBRIN Team directly, or email enquiries@cbrin.com.au - we're always happy to answer your questions!