



Coworking FAQ

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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/>

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 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.

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.

What's the difference between being a part-time and full-time resident?

Full-time residents are allocated a dedicated desk to work from. Residents with dedicated desks can leave their belongings and access CBRIN 24/7 with a pass.

Part-time residents can use any of our community desks from Monday to Friday, 9am to 5pm (number of days depending on agreement type). At the end of each work day, part-time residents will need to pack up their belongings so the desk leaving the desk clean and ready to be used by anyone the following day.



How do I access CBRIN?

Full-time residents can access CBRIN 24/7 with their allocated pass. These passes require a \$20 deposit that will be refunded when the card is returned.

Part-time residents can access CBRIN Monday to Friday, 9am to 5pm. When arriving at CBRIN, press the doorbell button and someone from the team will let you through. Visitor access passes are available at reception to borrow for the day.

How do I access the Wi-Fi?

We have multiple Wi-Fi networks depending on what type of agreement you have and where you are located in CBRIN. Refer to the Terms & Conditions for more information or talk to the CBRIN team to gain access.

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!

Facilities

Can I get mail and packages sent to CBRIN?

Yes! Full time and part time members can have mail and packages sent to CBRIN's GPO Box or CBRIN Level 5 Reception.

Note that CBRIN does not offer virtual/address only memberships; we prefer coworking members to be active in the community.

Is there bike storage and showers?

Yes! There are showers on Level 4 and three 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?

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?

We have a Nespresso coffee machine that is complimentary for all coworking residents! 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.

Is printing included?

Residents are allocated 100 pages of colour printer per month and 50 pages of black & white. Additional costs will be invoiced.

How can I store my belongings?

We have secure lockers for residents who would like secure storage while they're not at the coworking space. Small lockers are \$15 p/m, Medium = \$20 p/m and Large = \$30 p/m. This additional cost is added to your monthly invoice.

Meetings

What meeting rooms are available?

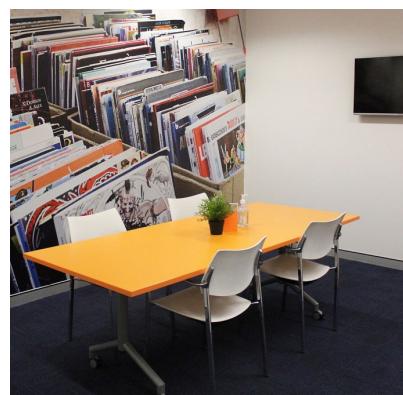
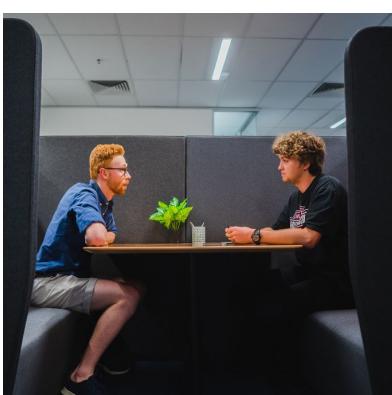
We have 5 bookable meeting rooms. All meeting rooms have TV's, HDMI adapters, webcam and microphones. The capacity for each meeting room varies from 4 to 10 people.

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

Online bookings can be made via CBRIN's OfficeRnD Member Portal. Please contact the CBRIN Team to set up online bookings.

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.

- Full-time residents have accesss to the meeting rooms 24/7
- Part time residents have access to the meeting rooms on their chosen day(s) of coworking (between Monday to Friday, 9am to 5pm)



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.

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.

Can I book one of the larger events room?

Yes! CBRIN has 3 event spaces: the River Oak Room on Level 4 (60 pax), 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.

Bonus: Coworking residents can access discounted rates for event room booking.



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 300 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 a few times 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!