

# Office Package



Global Growth Network

Do you want to enter the Berlin market?

**Office Package** comprises of three services, all designed to present effective solutions for your company's individual needs.

**Office Package** provides a unique opportunity to test new business locations with:

- Offices in many locations around the world,
- High standard office equipment,
- Access to legal advice and first hand information of regional markets,
- Meeting and networking possibilities,
- Additional services like support for accommodation, secretary service, information service on location, etc.

Basic Module	Standard Module	Premium Module
<p>Discover your next business location</p> <p><b>WHAT YOU CAN HAVE for 1 to 5 days...</b></p> <p style="text-align: center;"><b>Office Space</b></p> <ul style="list-style-type: none"> <li>• Including desk, chair,</li> <li>• Telephone-fax line</li> <li>• Free internet and print access</li> <li>• Nearby access to a conference room</li> <li>• Plug-in for laptop or PC.</li> </ul>	<p>Profit from excellent expert knowledge of the park management</p> <p><b>WHAT YOU CAN HAVE for 1 to 3 days...</b></p> <p style="text-align: center;"><b>Basic Module PLUS</b></p> <ul style="list-style-type: none"> <li>• <b>1 hour info</b> in regional market entrance by regional experts of the park management</li> <li>• <b>1 hour info</b> e.g. regarding tax issues, PR, rental opportunities</li> </ul>	<p>Find professional market access</p> <p><b>WHAT YOU CAN HAVE for 3 to 5 days...</b></p> <p style="text-align: center;"><b>Standard Module PLUS</b></p> <ul style="list-style-type: none"> <li>• <b>5 pre-arranged meetings</b> with potential partners inclusive an individual agenda</li> <li>• <b>2 pre-arranged meetings</b> with consultants and experts</li> <li>• <b>Service Support</b> of travel arrangements, Pick-Up Service</li> </ul> <p style="text-align: right;">Find our complete services at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a>                      or please contact: Carolin Domann  <a href="mailto:domann@wista.de">domann@wista.de</a></p>

# Business Welcome Package



Global Growth Network

Are you looking for new customers or for assistance establishing corporate partnerships in research, development, production and sales?

**Business Welcome Package** provides a unique opportunity to test your new business location for 3 months at exceptionally low rates.

**We will be glad to support you with our Soft Landing Plus Services:**

- Innovation Campus Tour
- Urban Transport Ticket
- Pick Up from/to Airport
- Secretary Service
  
- Accommodation Service
- Translation Service
- Rental Car Service
- Business Lunch

Service Offers	Target Group	Service Provider
<p>We offer an affordable start in your target region.</p> <p><b>We provide:</b></p> <ul style="list-style-type: none"> <li>• <b>An office:</b> Includes furniture, equipment, ISDN telephone, fax, printer, internet access</li> <li>• <b>An apartment:</b> Fully furnished, fully equipped and ready for occupation</li> <li>• <b>Mobility:</b> Public transport pass, city information and guide.</li> <li>• <b>Consulting services:</b> 2-hour general consulting in legal matters</li> <li>• 2-hour general consulting in tax and business matters</li> <li>• 2-hour PR and communications consulting for effective Berlin market access</li> <li>• Insurance-related consulting services</li> </ul>	<p>The <b>Business Welcome Package</b> is particularly made for young and innovative small &amp; medium sized enterprises interested in establishing contacts, partnerships and business connections in European or international markets.</p> <p>The <b>Business Welcome Package</b> is also advantageous for large established companies, interested in developing new markets.</p>	<p>Berlin Partner and WISTA-MANAGEMENT GMBH help you individually. This package is custom-made to suit your corporate needs, and easy to access and use.</p> <p>Create your own <b>Service Pack</b>. We will be glad to help you with our Global Growth Network Services:</p> <ul style="list-style-type: none"> <li>• Office Package,</li> <li>• Euro Expo,</li> <li>• Visiting Service,</li> <li>• Adlershof Start-Up,</li> <li>• Adlershof Business Locating,</li> <li>• Adlershof Technology Orientation</li> </ul> <p>Find our complete services at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a>                      or please contact:                      Rolf Seliger  <a href="mailto:Rolf.Seliger@berlin-partner.de">Rolf.Seliger@berlin-partner.de</a>                      Yvonne Plaschnick  <a href="mailto:plaschnick@wista.de">plaschnick@wista.de</a></p>

# Visiting Service



Global Growth Network

Are you looking for new customers or for assistance establishing corporate partnerships in research, development, production and sales?

**Visiting Service** is your ticket to join the world of business, science and technology.

**Visiting Service** guarantees a fast and comprehensive overview in your target region and provides contacts to key players in the regional market.

**We will be glad to support you with our Soft Landing Plus Services:**

- Innovation Campus Tour
- Urban Transport Ticket
- Pick Up from/to Airport
- Secretary Service
- Accommodation Service
- Translation Service
- Rental Car Service
- Business Lunch

Service Offers	Target Group	Service Provider
<p>Customized welcome to incoming companies</p> <p><b>We provide:</b></p> <p><b>Access</b> to the key players and our local network of business and technology.</p> <p><b>Dedicated visiting programs</b> with decision makers in business, science and technology.</p> <p><b>Dialogues</b> with important players in the region.</p> <p><b>Overviews of</b> markets, competencies and market opportunities.</p> <p><b>Feedback sessions</b> listing further possibilities and opportunities for your company's growth.</p>	<p>Our <b>Visiting Service</b> is especially designed for young, innovative small &amp; medium sized enterprises interested in establishing contacts in European and international markets.</p> <p><b>Visiting Service also</b> addresses research institutes seeking partnerships and other forms of cooperation.</p> <p><b>Visiting Service</b> is also designed with institutions, Science Parks and business incubators.</p>	<p>WISTA-MANAGEMENT GMBH helps you individually. Our service is tailored to your request and modularly structured, easy to access and use.</p> <p>Create your own <b>Service Pack</b>. We will be glad to help you with our Global Growth Network Services:</p> <ul style="list-style-type: none"> <li>• Office Package,</li> <li>• Euro Expo,</li> <li>• Business Welcome Package,</li> <li>• Adlershof Start-Up,</li> <li>• Adlershof Business Locating,</li> <li>• Adlershof Technology Orientation</li> </ul> <p>Find our complete services at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a></p> <p>or please contact:</p> <p>Valentina Gorny  <a href="mailto:gorny@wista.de">gorny@wista.de</a></p>



Do you want to broaden your horizons, or even to start a new business in the German Capital Region?

With **Euro Expo**, company exhibitions are transformed into a three-dimensional business card. Our package provides affordable rates for corporate booths, excellent exhibition contacts and back-office-services.

We will provide hands-on support to ensure that your company is successful in creating a lasting impression at exhibitions.

**We will be glad to support you with our Soft Landing Plus Services:**

- Innovation Campus Tour
- Urban Transport Ticket
- Pick Up from/to Airport
- Secretary Service
- Accommodation Service
- Translation Service
- Rental Car Service
- Business Lunch

Service Offers	Target Group	Service Provider
<p>An international window for your business</p> <p><b>We provide:</b></p> <p><b>Special conditions</b> for selected fairs in our partner regions.</p> <p>The assurance that exhibitions are assembled according to your company's needs.</p> <p>Contacts for you at the fair.</p> <p><b>(On request)</b> back-office-services, coordinate your arrival and departure (pick-up service) as well as your accommodation.</p> <p><b>We suggest:</b></p> <p>Combine Euro Expo package with the possibilities of our Euro Office.</p>	<p>Our <b>Euro Expo</b> addresses young and innovative small &amp; medium sized enterprises interested in establishing contacts, partnerships and business connections with European or international markets.</p>	<p>WISTA-MANAGEMENT GMBH helps you individually. Our service is tailored to your request and modularly structured, easy to access and use.</p> <p>Create your own <b>Service Pack</b>. We will be glad to help you with our Global Growth Network Services:</p> <ul style="list-style-type: none"> <li>• Office Package,</li> <li>• Visiting Service,</li> <li>• Business Welcome Package,</li> <li>• Adlershof Start-Up,</li> <li>• Adlershof Business Locating,</li> <li>• Adlershof Technology Orientation</li> </ul> <p>Find our complete services at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a></p> <p>or please contact:  <b>Helge Neumann</b>  <a href="mailto:neumann@wista.de">neumann@wista.de</a></p>



# Adlershof Technology Orientation Package

Many companies that operating nationally and internationally are interested in getting an edge in one of the world's leading technology regions.

It doesn't matter if you want a brief onsite tour, or if you are looking for contacts, R&D or business partnerships – Adlershof will fulfill all your requests.

**We will be glad to support you with our Soft Landing Plus Services:**

- Innovation Campus Tour
- Accommodation Service
- Urban Transport Ticket
- Translation Service
- Pick Up from/to Airport
- Rental Car Service
- Secretary Service
- Business Lunch

Service Offers	Target Group	Service Provider
<p><b>Business Lunch</b></p> <ul style="list-style-type: none"> <li>• Lunch at WISTA-Club</li> <li>• Presentation of the Science and Technology Park</li> <li>• Campus tour</li> </ul> <p><b>Technology Meeting</b></p> <ul style="list-style-type: none"> <li>• Presentation of the Science and Technology Park</li> <li>• Campus tour</li> <li>• Visit of selected institutes and companies including technical discussions</li> </ul> <p><b>Impact Day</b></p> <ul style="list-style-type: none"> <li>• Presentations, workshops, matchmaking-events with respect to selected research &amp; development subjects</li> <li>• Visit of institutes and companies</li> </ul>	<p>Business partners of companies and institutes in Adlershof.</p> <p>Companies interested in establishing contacts and R&amp;D partnerships in Adlershof.</p> <p>Companies interested in investing in or establishing a business in Adlershof.</p>	<p>The CEO, the Technology Center Management Team, as well as the event service “Adlershof con.vent” at the WISTA-MANAGEMENT GMBH are ready to give you a comprehensive guidance to Adlershof. We help you to make use of the unique potentials of Adlershof’s research, development, and businesses.</p> <p>You can combine this offer with our Global Growth Network Services.</p> <p>Please have a look at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a>  <b>WISTA-MANAGEMENT GMBH</b>            Rudower Chaussee 17            12489 Berlin</p> <p>Dr. Peer Ambrée  <a href="mailto:ambree@wista.de">ambree@wista.de</a></p>



# Adlershof Business Locating Package

Berlin Adlershof - City of Science, Technology, and Media provides rental space and real estate properties for all needs and demands.

We offer you an infrastructure fitting your requests within a unique environment of scientific institutes and high-tech enterprises.

**We will be glad to support you with our Soft Landing Plus Services:**

- Innovation Campus Tour
- Urban Transport Ticket
- Pick Up from/to Airport
- Secretary Service
- Accommodation Service
- Translation Service
- Rental Car Service
- Business Lunch

Service Offers	Target Group	Service Provider
<p><b>Rental space</b></p> <ul style="list-style-type: none"> <li>• High quality infrastructure with flexible office, laboratory, and production areas</li> <li>• Numerous joint areas and common services in dedicated business incubators as well as technology centers</li> </ul> <p><b>Real estate property</b></p> <ul style="list-style-type: none"> <li>• Improved land (i.e. with roads and services)</li> <li>• Ready for development</li> <li>• Different locations and plot sizes according to certain user profiles and the established urban development plan</li> </ul>	<p>The <b>Adlershof Business Locating Package</b> addresses innovative start-up and established companies, especially in the fields of:</p> <ul style="list-style-type: none"> <li>• Photonics and Optical Technologies</li> <li>• Materials- and Microsystems Technology</li> <li>• Information- and Media Technology</li> <li>• Environmental, Bio, and Energy Technology</li> <li>• Sustainable Technologies</li> </ul> <p>as well as service companies.</p>	<p>The Technology Center Management Team provides:</p> <ul style="list-style-type: none"> <li>• Real estate consulting</li> <li>• Evaluation of construction masses and architectural drafts</li> <li>• Expert's opinion of valuation</li> <li>• Tenant's fit out</li> <li>• Support with funding &amp; finance</li> <li>• Project development</li> <li>• Support in authorizations</li> </ul> <p>You can combine this offer with our Global Growth Network Services.</p> <p>Please have a look at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a></p> <p><b>WISTA-MANAGEMENT GMBH</b>            Rudower Chaussee 17            12489 Berlin</p> <p>Dr. Peer Ambrée  <a href="mailto:ambree@wista.de">ambree@wista.de</a></p>



# Adlershof Start-Up Package

Have you just opened your new office in Adlershof?

Will your company soon move into its own building?

Make use of our “Adlershof Start-Up Package” to learn more about the City of Science, Technology, and Media. Present your company with your new address to the Adlershof community as well as to your external business partners.

## We will be glad to support you with our Soft Landing Plus Services:

- Innovation Campus Tour
- Urban Transport Ticket
- Pick Up from/to Airport
- Secretary Service
- Accommodation Service
- Translation Service
- Rental Car Service
- Business Lunch

Service Offers	Target Group	Service Provider
<p><b>We provide:</b></p> <ul style="list-style-type: none"> <li>• <b>Postcard</b> “We have moved” including location of your company on the Adlershof map. Special rates for printing costs.</li> <li>• <b>Registration</b> of your company in the company directory at <a href="http://www.adlershof.de">www.adlershof.de</a>.</li> <li>• <b>Presentation</b> of your company in the monthly magazine “Adlershof Aktuell”.</li> <li>• <b>Design</b> of your press release including distribution via our mailing list.</li> <li>• <b>Invitation</b> to the “Newcomers Meeting” including campus tour.</li> <li>• <b>Welcome-Party</b> in our event rooms “Adlershof con.vent” at special rate.</li> </ul>	<p>The <b>Adlershof Start-Up Package</b> addresses all new tenants and landlords in Berlin Adlershof – City of Science, Technology, and Media.</p>	<p>The Technology Center Management Team, the Public Relations Office as well as the event service “Adlershof con.vent” at WISTA-MANAGEMENT GMBH support your Start-Up in Berlin Adlershof.</p> <p>You can combine this offer with our Global Growth Network Services.</p> <p>Please have a look at:  <a href="http://www.ggnet.eu">www.ggnet.eu</a> or  <a href="http://www.EurOffice-Services.eu">www.EurOffice-Services.eu</a></p>
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