

CoWork FAQ

CoWork Area Access and Visits

Can I come visit CoWork to see what it's like? Do I have to pay, and how can I arrange an introductory visit?

Yes, you certainly can! You may pop in for a quick look at our spaces. If you want to stay and work for the day, a Day Pass will cost you €19 + VAT (€23.56 total for consumers).

How should I start my first day after buying a CoWork pass?

Come see our CoWork Crew in the reception and tell them you've got a pass. We'll take you on a quick introductory tour of the area and you will receive a short guide to "Novapolis CoWork" app.

How can I enter the CoWork area? Do I need a key or key fob?

The CoWork application works as a key and access to the CoWork area and works as a key to larger Meeting Boxes. The customers' possible physical access keys do not therefore have the right of access to the CoWork area.

What are CoWork's opening hours?

CoWork is open on weekdays at 07:45–21:30 (from 7:45 a.m. to 9:30 p.m.). The CoWork Crew will be present at 8:00–16:00 (8 a.m. to 4 p.m.) on Mondays, Tuesdays, Thursdays and Fridays. And on Wednesdays from 8:00-14:30 (8 a.m. to 2:30 p.m.)

Does it cost extra to use the quiet workspace?

No, it does not. It's included to licence to use a CoWork space.

If I've got a CoWork pass, should I use the CoWork space five days a week?

Use the space in a way that best suits you! A lot of people split their time between their home, office, and CoWork according to the tasks at hand on a given day. Try popping in to CoWork a couple days a week for an invigorating change of scenery and a delicious lunch.

If I've got a CoWork pass, do I need to spend the whole workday at CoWork?

Come and go as you wish. Stop by to work on a presentation, do a pitch, or have a Teams meeting here for a change of pace. After you're done, go along your merry way to your office or wherever.

Can I heat my own meal or snack at CoWork?

Yes! There's a kitchen on the third floor. It's got a coffee maker, microwave oven, and a fridge. You can also keep your coffee and filters there.

Are there any storage lockers at CoWork for bags or personal items? Is there a fee?

There are some lockers, and it's free to leave your belongings in a locker for a moment.

CoWork Passes

I'm part of a KPY Novapolis customer organization. How can I get CoWork passes for my staff?

From the 1.8.2023 Mikrokatu's communal CoWork space is free of charge and is free to use by all KPY Novapolis tenant client companies. Sign up on our web page, so you can get licence to use CoWork space: https://www.lyyti.fi/reg/Novapolis_Shared_CoWork_1158

What kind of passes are available for CoWork?

Your options are Monthly Pass, Monthly Pass + parking, Day Pass, and Day Pass + parking.

I'm a non-affiliated consumer. How can I get a CoWork Pass?

It's easy! Learn more about CoWork and get your pass here: <https://www.novapolis.fi/en/cowork-en/>

What payment options are available for a CoWork pass?

CoWork space belongs to KPY Novapolis tenant client companies service parcel without payment. For non-tenants, the easiest way is to pay with your debit or credit card on the "Novapolis CoWork" app.

Can I buy a CoWork pass from the reception service?

The "Novapolis CoWork" app is the easiest way to buy a pass! We recommend using the app. The reception team will help you if there's an issue.

Are parking fees included in CoWork passes?

You can choose a CoWork pass that includes parking in a parking garage for convenience. A Monthly Pass with parking costs €109 + VAT.

Is lunch included in CoWork passes?

No, it is not, but lunch at CoWork is always tasty, so we highly recommend the restaurant's services. Specialty coffee and snacks are also available at all hours.

Parking / Arrival

What are my parking options, and how much do they cost?

Parking in the courtyard and the parking garage is priced at €2/hour (+ operator service charge). You can pay using a supported parking apps (EasyPark and Parkman). Daytime parking in the garage has a maximum fee of €9 /day / parking time (+ operator service charge). You can also purchase a Monthly Pass + parking package, which includes parking in the parking garage.

Learn more about our parking prices: <https://www.novapolis.fi/en/parking-prices/>

Where can I get a parking permit?

Contact our CoWork Crew for your long-term parking needs! You can pay by using supported parking apps (EasyPark and Parkman) when parking in the courtyard.

Is there a shuttle transportation or commuter lot / park-and-ride option at CoWork?

Not for the time being. In summer, the bikes offered by the Vilkku city bike service are a good way to get around.

I've arranged a meeting at CoWork. Will my guests have to pay for parking?

Yes. They can use supported parking apps (EasyPark and Parkman) when parking in the courtyard.

Can I choose between the courtyard lot and the parking garage when parking?

Yes, and you can pay using our supported parking applications. Learn more about our parking prices: <https://www.novapolis.fi/en/parking-prices/>.

If you have a parking permit in the Viestikatu parking house, you can drive your car directly to the Mikrokatu parking house. After this, please go and inform the lobby service of CoWork / M-part that you also have a parking right on Viestikatu.

Is CoWork easily accessible when using public transportation?

Many local bus lines include the Novapolis stop, and the new underpass is a convenient way to access the campus area. You can take a look at bus schedules on the Vilkku app.

I ride a bicycle. Is there a bicycle parking area nearby, and do I have to pay to use it?

We love biking! Our bicycle parking area is free, and you'll find it near our entrances.

Are there security cameras in the bicycle parking area?

No, unfortunately.

Meetings / Meeting Boxes

Is there a fee for reserving a Meeting Box?

Yes, 2-4 persons' Meeting Boxes are €8 per hour + VAT and 4 persons' Meeting Boxes are €12 per hour + VAT.

How can I book a Meeting Box for my meeting?

The Novapolis CoWork app is the easiest way to reserve a Meeting Box, pay for it, or cancel a reservation. You do not need a CoWork pass to reserve a Box. You can also make a reservation at our reception, but there is a €5 service fee for in-person reservations, so we recommend using the app!

Can I have a lunch meeting in a Meeting Box?

Absolutely! That's a great idea! The Meeting Boxes offer you the kind of quiet setting that makes for a good meeting. The easiest way to reserve a Meeting Box is to use the Novapolis CoWork app. Go grab lunch, pay for it at the register, and have a fulfilling meeting.

Is the Meeting Box pricing different for KPY Novapolis' customer organizations and other users?

The prices are the same for everyone.

Is there a limit to the duration of a Meeting Box reservation?

No, there is not.

What equipment is available in Meeting Boxes?

Boxes are equipped with a display, camera, speaker, microphone, and electrical outlets. You can also adjust the lighting and air conditioning.

What are my payment options when reserving a Meeting Box?

Debit or credit card payments in the app. Tenants can have the fee added to their bill or pay it at the reception service with a card, in which case there will be an additional service fee of €5.

Will my meeting's other participants have to pay for using the Meeting Box?

No. There is a single reservation fee for the Box, and you can invite people to your meeting without any pass purchases or additional fees.

Can my guests stay in the CoWork area after our meeting?

You can purchase a Day Pass for your guest/client for €4.90 if you want.

Can I book the whole CoWork space for my company?

We are happy to accommodate events here! For private event reservations, contact Karolina.puntanen@novapolis.fi.

Is there a space at CoWork that I could rent, for example, for a private company event of 30 people?

Certainly, the Gastro seems like a perfect fit! We can separate the space for you with glass walls, and it's part of the larger CoWork space. Contact ravintolaorigo@tastory.fi or tapahtumat@novapolis.fi.

Do the reservable CoWork spaces offer visual privacy?

Yes, they have privacy film on the windows to provide ample light while protecting your privacy.

Are there locks on the booths?

Yes, excluding Phone booths. You can ask our CoWork Crew about locking the booths!

Can I order food, snacks, or beverages for my meetings?

You sure can! Restaurant Tastory Origo will be happy to help you with that. You may contact them at ravintolaorigo@tastory.fi.

Events

Can I attend events at CoWork?

Absolutely! Sign up to any event that interests you! You can take a look at Novapolis' events at <https://www.novapolis.fi/en/tapahtumat/>.

I've got a CoWork pass. Can I attend KPY Novapolis' community events and clubs?

You're most welcome to join them as soon as you sign up for them! In fact, these events are organized for people like you! You can take a look at Novapolis' events at <https://www.novapolis.fi/en/tapahtumat/>.

Can I organize events at CoWork? Will I have to pay for it?

For private event reservations and planning, contact tapahtumat@novapolis.fi. The arrangements can vary a lot depending on your idea and the number of participants.

Can I organize evening events at CoWork?

For private event reservations and planning, contact Karolina.puntanen@novapolis.fi. Let's find a solution that fits your vision and the number of participants.