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# CAPITAL PLACE NEWSLETTER

The Official Newsletter of Capital Place Jakarta



## WELCOME NEW YEAR OF 2022

A note from Capital Place Management

A warm welcome back and a Happy New Year from the Management Team at Capital Place.

At Capital Place, we consider the health and safety of our residents and visitors our top concern and priority. During the pandemic, we have made a number of updates to our policies and procedures, including enhanced cleaning in public areas, social distancing measures, as well as the most recent implementation of the PeduliLindungi application.

The past two years have been particularly challenging and we wish to extend our gratitude to our valued tenants who helped in managing and complying with the government's COVID-19 health regulations and protocols. We also appreciate all of your feedback to improve and enhance our services to you.

We are hoping that 2022 will be a safe and healthy year, with new and exciting business opportunities.





## THE KIDS OF KASIH BHAKTI MANDIRI ORPHANAGE ARE GRATEFUL TO YOU

A report by Kartika Puspitasari

For the past five years, it has been a tradition in Capital Place to support children less fortunate than ourselves with some Christmas joy. This Christmas, we again requested tenants to donate Secret Santa gifts for the children of Bhakti Mandiri Orphanage House.

We are pleased to advise that this year we received 150 packages which were handed over to the children on 15 December 2021. A big thank you for the generosity and kindness you have extended to the children of Kasih Bhakti Mandiri Orphanage.

We hope your 2022 will be blessed with prosperity, good health, and happiness.

**SAINT NICHOLAS IS IN QUARANTINE AND UNABLE TO PERFORM HIS CHRISTMAS DUTIES**

But Thanks to the Capital Place Secret Santas, the children of Kasih Bhakti Mandiri Orphanage House can still celebrate Christmas.





## HOW THE CONCIERGE WORKS

Information from Deasy

Based on 5-Star Hotel concept of 'room service', Capital Place offers a menu of in-office' services designed to enhance the convenience and enjoyment of your working life.

## WHAT SERVICES DO WE PROVIDE?

### Laundry and Dry Cleaning

Same-day service available for any laundry or dry-cleaning dropped to Concierge before 9 AM.



### Fresh Flowers

Order beautiful floral arrangements for your office or for a special person or occasion.

### Corporate Hire Cars

Our limousine car hire service provides a range of chauffeur-driven services in luxury vehicles, including airport and VIP transfers and cars for special events and general hire with 2 days prior reservation.





## Restaurant, Ticket & Hotel Bookings

Have a table reservation or hotel booking made for you, and get tickets for the theatre, concerts and all cultural events.

*"Capital Place Concierge has been excellence; very welcoming and responsive with the services."*

*- Mrs. Risty of Smelting*



## Corporate Health & Fitness

From Yoga, Pilates to Personal Fitness Training, this is a convenient way to maintain your health and fitness during business hours for greater work-life balance.

## Massage

Sooth away aching muscles and stress with a professional and relaxing massage at your desk or in a meeting room.



## VIP Meet & Greet

Have a VIP coming to Capital Place? Our Concierge will personally meet and greet your VIP and escort them to your office.



## Beauty Treatments

Planning a night out after work? Too busy to get away from the office for a manicure or pedicure, or to have your hair and make-up done? We will arrange for a mobile beauty service to come to you at your office

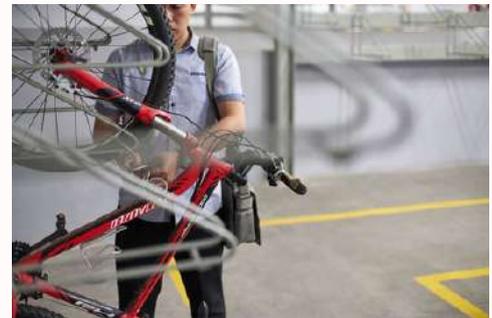


## Patisserie

Do you have a work colleague celebrating a birthday? Surprise them with a birthday cake treat from your favorite patisserie.

## End of Trip Facilities Registration

As part of our commitment to encourage occupants to exercise and stay healthy, this facilities are intended for staff wanting to ride their bicycle to work or exercise during the day, and include showers, soap and shampoo, changing bench, and lockers. Facilities are located in Mezzanine level and are available to all Capital Place occupants. Concierge will be happy to assist you for the registration.



## HOW TO USE THE SERVICE

- Contact the Capital Place Concierge through,
  - PH: +6221 2277 5959
  - E: [concierge@capitalplace.co.id](mailto:concierge@capitalplace.co.id)
- Request your customized service
- The Concierge will source the service and provide you a quote and terms of payment
- Provide approval to the Concierge to proceed the service
- Arrange payment directly to the Vendor

# 10 WAYS TO BUILD YOUR MENTAL STRENGTH

Developing mental strength takes a conscious effort, dedication and daily practice. Start with these 10 exercises to work out your mental muscles.



## 1. Establish goals.

The human brain is naturally predisposed to reach for and achieve goals. And not just one big goal, such as I want to lose 50 pounds. Also set more manageable short-term goals such as I want to work for 30 minutes without checking my phone or I want to reply to all of my emails by noon today.

With each goal you achieve, you'll gain more confidence in your ability to succeed. You'll also learn to recognize when your goals are unrealistically ambitious and when they're not challenging enough.



## 2. Set yourself up for success.

Becoming mentally strong doesn't mean you have to subject yourself to temptations every day. Make your life a little easier by modifying the environment.

If you want to work out in the morning, leave your shoes next to the bed at night and sleep in your gym clothes. If you want to eat healthier, remove the junk food from your pantry. When you set yourself up for success, you won't exhaust your mental energy trying to resist the urge to sleep in or to dig into a bag of potato chips.



## 3. Tolerate discomfort for a greater purpose.

Discomfort can lead people to look for unhealthy shortcuts. Rather than deal with a problem, they reach for something that provides immediate emotional relief—drinking a glass of wine or binge-watching their favorite show, for example. But those short-term solutions can often create bigger long-term problems.

Practice tolerating discomfort by reminding yourself of the bigger picture. Push yourself to work on your budget even though it causes you to feel anxious; run on the treadmill when you feel tired—don't escape the discomfort. The more you tolerate discomfort, the more confidence you'll have in your ability to do difficult things.



#### 4. Reframe your negative thoughts.

Strive to develop a realistic yet optimistic inner monologue. Reframe catastrophic thoughts, such as *This will never work* with *If I work hard, I'll improve my chances of success*.

You can't eliminate all of your negative thoughts. Everyone has rough patches and bad days. But by replacing those overly pessimistic thoughts with more realistic expectations, you can stay on course and equip yourself to manage the bad days.



#### 5. Balance your emotions with logic.

You make the best decisions when your emotions and logic are in sync. If all your decisions were emotional, you wouldn't save for retirement because you'd be too busy spending your money on what makes you happy right now. But if all of your decisions were logical, you'd live a boring life devoid of pleasure, leisure and love.

Whether you're buying a house or thinking of a career shift, consider the balance between your emotions and logic. If you're overly excited or especially anxious, write down a list of the pros and cons of moving forward with the decision. Reviewing that list will boost the logical part of your brain and help balance out your emotions.



#### 6. Strive to fulfill your purpose.

It's hard to stay the course unless you know your overall purpose. Why do you want to earn more money or hone your craft?

Write out a clear and concise mission statement about what you want to accomplish in life. When you're struggling to take the next step, remind yourself why it's important to keep going. Focus on your daily objectives, but make sure those steps you're taking will get you to a larger goal in the long run.



#### 7. Look for explanations, not excuses.

When you don't perform as well as expected, examine the reasons why. Look for an explanation to help you do better next time, but don't make excuses for your behavior.

Take full responsibility for any shortcomings. Don't blame others or the circumstances for your missteps. Acknowledge and face your mistakes so you can learn from them and avoid repeating them in the future.



## 8. Do one hard thing every day.

You won't improve by accident. Purposely challenge yourself. Of course, what's challenging to you might not be to someone else, so you need to analyze where your comfortable boundaries are.

Then pick something slightly outside those boundaries and take one small step every day. That could mean speaking up for yourself when it's uncomfortable or enrolling in a class you don't feel qualified for. Push yourself to become a little better today than you were yesterday.



## 9. Use the 10-minute rule.

Mental strength won't magically make you feel motivated all of the time. But it can help you be productive, even when you don't feel like it.

When you're tempted to put off something, use the 10-minute rule. When you eye the couch at the time you planned to go for a run, tell yourself to get moving for just 10 minutes. If your mind is still fighting your body after 10 minutes, give yourself permission to quit. Getting started is often the hardest part. Once you take the first step, you'll realize it's not nearly as bad as you predicted, and your other skills can help keep you going.



## 10. Prove yourself wrong.

The next time you think you can't do something, prove yourself wrong. Commit to doing one more pushup at the gym or closing one more sale this month.

Your mind will want to quit long before your body needs to give up. Prove to yourself that you're more capable than you give yourself credit for, and over time, your brain will stop underestimating your potential.

*This article originally appeared in the April 2017 issue of SUCCESS magazine.*