

OFFICE DETAILS

1. What times do you think you will be using the office? _____

You can have 24/7 access to your office.

2. Will you be meeting your clients at the office? _____

3. How many parking spots do you think you will need? _____

4. Can not have your children unattended in the building while you take care of a client.

5. No hanging outside with multiple people.

We want everyone not to feel intimidated while walking up to the building.

6. Cars cannot be left overnight at the parking lot for multiple days.

7. Can't live on site, office use only.

8. Your work supplies need to be only in your office, not in a common area.

9. No burning incense or candles.

10. We can only let the signer receive the key or be let into the office.

11. WiFi password privilege can be discontinued if people are misusing it with illegal downloads.

12. If you need something more than WiFi, it will be your financial responsibility to get your business its internet needs.

13. If you affect the internet system with your additional product / adjustment, you will need to correct the problem.

14. Do you have a website? _____

15. What is your website address? _____

16. Business name? _____

17. You are required to have business insurance copy or policy with name and agent info.

18. Business Phone Number, if different from your personal phone. _____

19. Business Email Address. _____

20. Are you interested in learning about Social media ad campaigns? _____