

# How to rent an office space step by step!

## STEP 1

- Reception area?
- Conference rooms?
- Private offices?

- How do they get to work?
- Who will visit our office?
- Do we need storage?

### Identify Your Needs

Before you begin your search, take some time to think about your workplace demands.

By the end of this process, you will have a better outline of what to look for in an office space: “I’m looking for approximately 1500 square feet of traditional office space for up to 12 employees in North Houston.” A statement like this is a great starting point!

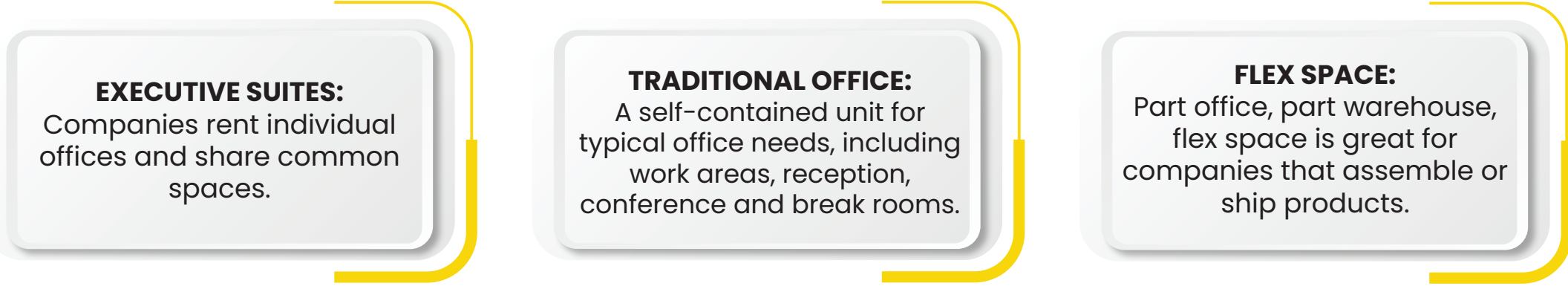
### Here are some rules of thumb for different office uses:



### Consider where your major customers might be located:



### Space Type



## STEP 2

### Start Your Search

Conduct a search

### Find Your New Office Space

Atlanta

Boston

Chicago

Cleveland

Colorado Springs

Dallas

Denver

Fort Worth

Houston

Memphis

New Jersey

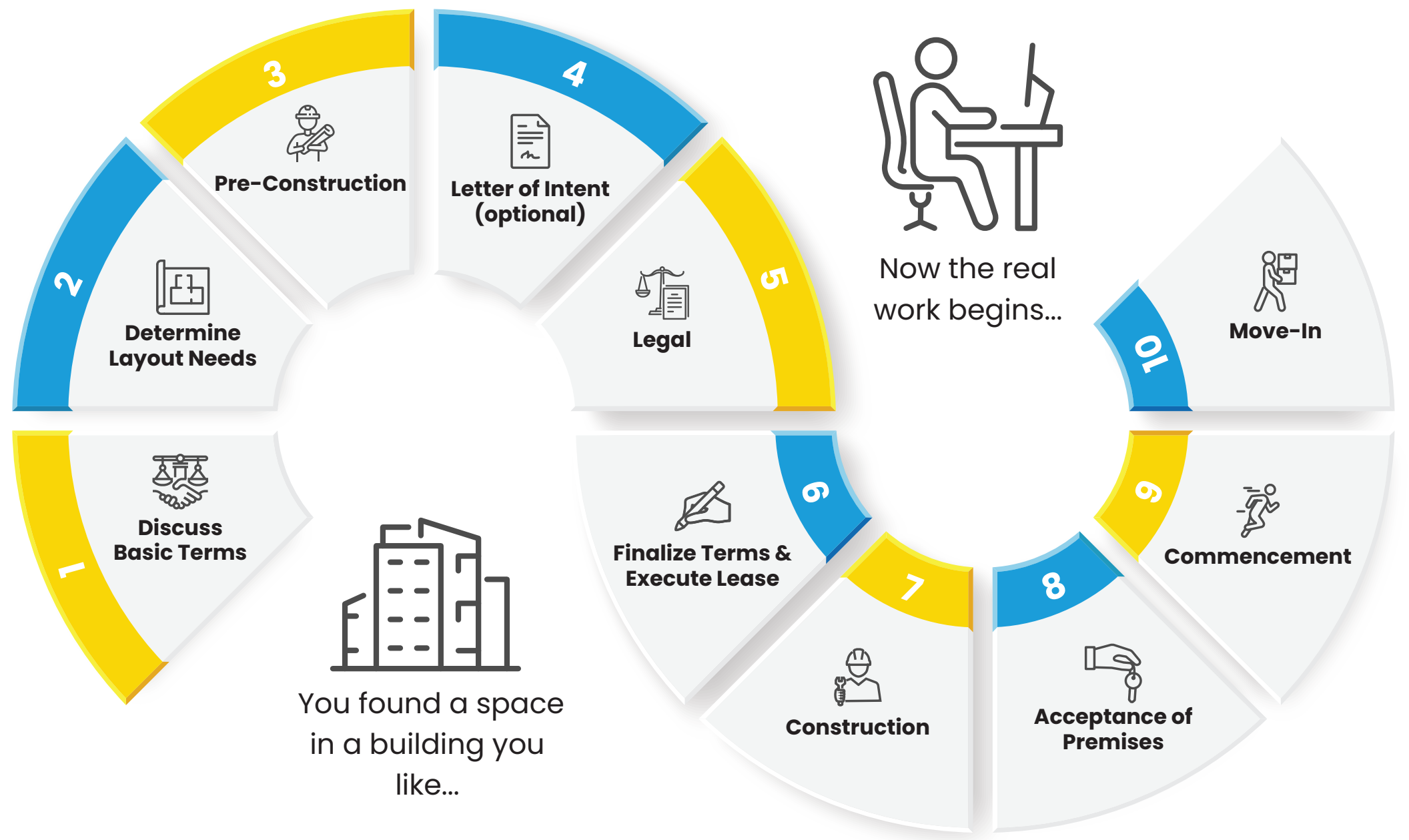
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## STEP 3

### Negotiate A Lease

Process overview



### CONTACT US

GIVE US A CALL (877)777-7368

SCHEDULE YOUR TOUR NOW!