

10 Must Haves for Every Office Lease

Checklist ✓



If you are looking for space to rent, there are some essential must have amenities and services that you should look for. If you cannot check off every item on this list, then you are not being offered the finest service possible, and you deserve nothing less than the best.

Our free guide will help you decide on a commercial space that is perfect for you, your company, and your employees.

1 Full Service Maintenance on the Property

What happens if something goes wrong on the property? The power goes out, a fuse blows, or the plumbing stops working. These things are unlikely, but possible nonetheless. When you lease a property, find out how extensive the maintenance services are. Ideally you want a comprehensive option that covers any and all wear and tear or possible accidents that may occur during your leasing period. With a full service maintenance option, you can rest easy knowing that any and all repairs or service calls are covered.



2 Security Patrols Around-the-Clock



The safety of yourself and your employees is paramount. The ideal office space will include on-site security and patrols to ensure that the property is secure. Both the personnel and the assets of the company should be protected at all times, not only during business hours, but also on the weekends. When it comes to safety, there shouldn't be any cut corners. Safety and security combine to create a work environment where people can feel relaxed and productive.

3 Attentive Response Times for Service Calls

Whether it's a small problem or something of importance, the leasing company who manages your office space should be equipped to respond to service calls within 24-hours, or within the same business day if possible. A business should be able to depend on the office space around them and if something does go wrong, the problem should be fixed as quickly as possible to prevent a loss in productivity.



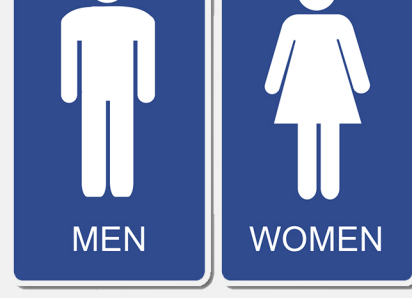
4 Flexible Sizing Options



If your business is small, you won't want to lease a massive space and pay for room that you don't need. If you're thinking about downsizing, you'll want options to find a smaller space for your business. These kinds of concerns are common in the world of business as companies grow and restructure constantly to meet their needs. Your office space should be equally flexible. If you need change, your leasing contract should accommodate that need with a more viable spacing solution.

5 Separate Restroom Facilities

You shouldn't need to leave your office space during the workday unless you're on break and you've stepped out to grab lunch. For this reason, you absolutely must have a private bathroom on the premises. This basic facility should be available to ensure that the workflow is not interrupted or that such facilities are not easily accessible when the need arises.



6 High Speed Internet Connectivity



In this modern world of business, the need for a fast and reliable internet connection is extremely substantial. Most businesses conduct a good portion of their activities over the internet, and communication via email or chat is also a major focus. For everyday business to run smoothly there needs to be a business grade internet connection in place to handle the bandwidth and the activity of a major company.

7 Spaces for Meetings and Conferences

The best companies keep their fingers on the pulse of their business. Daily or weekly conferences and meeting are essential for keeping everyone on the same page and for creating new innovations and ideas. Ideally, a fully equipped conference room would support these endeavors. With communication, creativity, and innovation being the main products of meetings, an amenity like this for your office space is a must have.



8 Helpful Services



While not required, the little touches and services that are provided for your employees and yourself go a long way towards keeping your morale high. Look for concierge services like dry-cleaning and car washing, while not absolutely required, will create a convenience and a service that makes them feel valuable and important, thereby increasing morale.

9 Emergency Preparedness

Emergencies and natural disasters, while not common, represent a factor in any part of the world. Hurricanes, tornadoes, earthquakes, these cannot be predicted with absolute accuracy. Therefore, your office space should be built to withstand or protect you and your business in the event of an emergency. Things like backup generators, hardened glass on windows and doors and other features should be included to ensure that your business is safe in rain and shine.



10 Centrally Located



No one likes to commute for an hour or more just to make it to work and back each day. Consider not only your commute, but the one that your employees must make. Ideally, your office space should be centrally located where major highways are easily accessible, and travel times are reduced to other major areas. This kind of consideration will go a long way toward raising morale, saving time, and reducing travel costs.

Your Ultimate Office Space Solution

Do all of these must haves look a little familiar to you? That's because the office space solutions from Danburg Properties of Boca Raton incorporate each and every one of these must have services and amenities into every property we rent. Not only that, but we also offer the finest tenant service available. We've been in business for over thirty years now, and we've engrained ourselves into the local community because we work here, we live here, and we play here. This is our home and our livelihood.

By leasing with us, you will have an opportunity to take advantage of these modern office spaces, and the chance to experience the beautiful city of Boca Raton. We already host over 200 businesses as tenants and space is filling fast, so don't wait. **Visit our website today and find the perfect space for your needs!**