



HBC at Sheridan St



1931 NW 150TH Ave
Pembroke Pines, FL 33028

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www.hamptonoffices.com

954.889.2200

Professional Executive Offices

From 100 Sq Ft—295 Sq Ft

● **Convenient Virtual Office Plans** ■
● For those working from home in need of a prestigious business address ■

Fully Equipped Conference Rooms

Available by hour, half day, or full day

Executive Offices

What's included?

- ⇒ One (1) Furniture - Workstation
Desk, manager chair, guest chair, file cabinet, chair mat)
- ⇒ One (1) Fiber Optic Internet Connection plus Wi-Fi
- ⇒ 8 Hours of Conference Rooms per month
- ⇒ Receptionist to meet and greet clients
- ⇒ Incoming Mail & Package Handling by Receptionist
- ⇒ 24/7 Access to Building
- ⇒ Complimentary Coffee/Tea
- ⇒ Utilities
- ⇒ Use of 2,500 square feet of common areas

SPECIAL OFFER FOR A LIMITED TIME ONLY:

FIRST MONTH FREE

With a 12-Month Lease

New Clients Only

Executive Offices

Optional Services:

- ⇒ Telephone Line with Local Calls included (Dade, Broward, Palm Beach)
- ⇒ Live Call Answering by Receptionist
- ⇒ Copier Services
 - Fax, scan, print, copy
- ⇒ Administrative Assistance
 - Book-keeping, filing, phone calls, word processing, etc
- ⇒ Long distance & International Calls
- ⇒ Mail Services
 - Postage, Forwarding, Use of HBC's Fed-EX or UPS account
- ⇒ Caller ID showing your Company Name
 - By default, HBC's name appears on outgoing calls

What do I need to move and be part of the HBC team?

At HBC we require the following:

- ⇒ Commercial Lease Application
- ⇒ Proposal & Lease Agreement
- ⇒ First Month's Rent
- ⇒ First Month's Optional Services Fees, if any.
- ⇒ Initial Set Up — One Time Charges
- ⇒ Security Deposit equal to One Month's Rent

Please contact us
For office availability & pricing
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