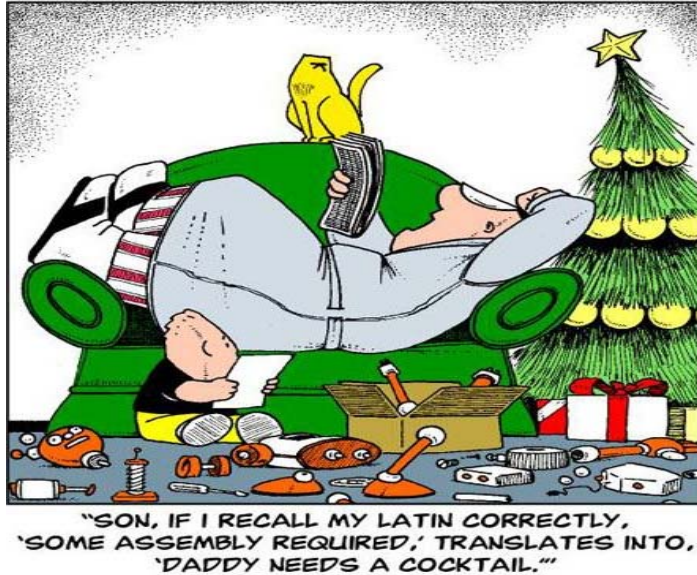


Some Assembly Required



How many times have you looked at a box with the dreaded words SOME ASSEMBLY REQUIRED and knew that was the Mother of all understatements?

Opening that box hoping that all of the parts are there and counting on the fact that the instructions are so thick is because it's written in 16 different languages wreaks havoc on your mental state and digestive system. Next you are cursing yourself for not starting sooner, especially when you know better. The assembly process never goes as smoothly as the pictures make it look.

How hard can it be to put together a toy? You run a successful business, for goodness sake, it is just a toy. Unless you run a business that assembles toys, it is not your sweet spot, which is why I now gladly pay the fee to have the store assemble it. I let the experts do it.

The same should be true when you need to plan for your next real estate event. Don't wait until midnight AND hire an expert.

If your office is:

- 50,000 sq. ft. or less start a year before the lease expires
- 50,000-100,000 start 18 months out
- 100,000 or more you should start planning two years before expiration

Time flies when you are having fun, and even when you are not. Get your Broker and Project Manager on board early so they can open the box and get your plan put together in an efficient and effective manner without stressing you out.

Space is strategic. It is one of the tools that is used to attract the best and the brightest. Do you want to be competitive? Of course you do! CoSource has the expertise to help you:

- Develop your strategy for your office space
- Create and manage a schedule that keeps you on track
- Put together a meaningful budget
- Manage the implementation team so that all objectives are met
- We take the pain out of planning your next office move

Put CoSource in your toolbox.