



Flexible Office and Meeting Solutions To Manage the Challenges of Today's Business

At Executive Support Center, we provide companies the professional environment and support services to manage the challenges of today's unpredictable business climate. Our full-service business center offers flexible options for long- and short-term office space and meeting room rental at an affordable price. And with a complete range of business services, your business can work cost effectively, stay productive and project a professional, polished image.

From Fortune 500s to one-person consultancies to small startups, smart businesses rely on us to keep overhead low, reduce payroll costs and provide a professional work environment that grows with the needs of their businesses.

Professional Business Environment That Works the Way You Work

Executive Support Center's South Seattle business center offers an inviting and professional environment to come to work every day. Our center provides access to T-1 high-speed Internet, fax, scanner and two digital high-speed color printer/copiers. Office amenities include a comfortable reception area for guests, two conference rooms, kitchen facilities serving complimentary gourmet coffee and filtered water and ample free parking for you and your customers.

We offer several plans in our executive office space that support the needs of large and small businesses with flexibility to change as your needs change:

Full-time Office Rental

Office plans range from one- to two-person executive offices to large, open offices accommodating teams of up to five. We include everything you need to get to work immediately—Internet, telephone setup and answering, reception, fax and printers.

Day Office Rental

Day office rental is perfect for short-term needs, when you need a professional workspace, but not a full-time office. Rent on a part-time, as-needed basis, by the hour, half-day or week—you pay only for the time you use.

Virtual Office

Designed to fit the work style of any home office or mobile worker, virtual officing requires low overhead and offers high visibility of a professional business address. Work when and where you like, then meet your clients in our conference rooms in our professional office setting.

Identity Plan

Get the cache of an established Seattle street address in a professional location with secure mail delivery. This entry-level plan is ideal for mobile businesses, professionals working at home and out-of state corporations that need the appearance of a local business location.

Meeting Room Rental

Available for rent on an hourly or daily basis, our two comfortable, quiet conference rooms accommodate up to 12 people and provide the professional ambiance for your meeting or client presentation.

Business Services

Helping You Do More with Less

Spend your time focusing on running your business and leave the administrative details to us. Our business services were designed to help you maximize your work resources—without hiring added staff.

Administrative Support Services

From word processing letters and forms to developing digital presentations, to data entry of direct mail lists, photocopying, printing and dictation, our experienced professionals can cover all of your administrative and secretarial needs.

Telephone Answering Services

Our telephone answering services ensure your calls will always be answered live, with a personalized, friendly greeting. This service is ideal for small or home-based businesses, sales people working on the road and service businesses that spend most of their day at customer locations.

Convenient Location

Close to the Places Where You Do Business

It's easy to have a Seattle business address without the long commute. Executive Support Center is centrally located in the South Center Plaza Building along the I-5, I-

405 corridor—just minutes from Seattle Tacoma International Airport, hotels, shopping and restaurants. Overlooking the serene, beautiful setting of Fort Dent Park, it is a professional business environment situated in the heart of a comfortable suburban location.

Call Us Today

Forget the traffic and come to work in a place that offers all the amenities your business needs. Visit our website to learn more about our flexible office programs and support services, then call today to schedule a tour of our business center. You'll see why companies are making the smart move to Executive Support Center.

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