

Information sheet on 15233 Ventura Blvd., Suite 1208, Sherman Oaks, 91403 (Ventura and Sepulveda)

SHERMAN OAKS

Office Amenities

Call light system

Furnished waiting room

Refreshments for you and clients (coffee (regular and decaf), tea (green and black), creamer, sugar and sweeteners), mints

Bathroom conveniently across the hall

Wifi

Mini fridge

Wifi-enabled printer

Daily janitorial service (Monday through Friday)

Heating & A/C (Monday through Saturday)

Printer paper, Kleenex, pens, office supplies

Utilities included

Office - Interior

10.5' x 10.5'

111 sq ft

Part-Time availability

Can seat 5 people

2 brown leather swivel chairs, sofa, office desk and desk chair

No window

Availability and cost:

Mondays 8 am – 12 pm (\$100/month)

Tuesdays 8 am – 3 pm (\$160/month)

Thursdays 8 am – 3 pm (\$160/month) or \$100 for a quarter day

Saturdays 6 pm – 9 pm (\$ 75/month)

Sundays all day (\$275/month). Also available by half day 8 am – 3 pm, or 3 pm – 10 pm (\$160/month).

Office - windowed

8.5' x 13

111 sq ft

Large floor to ceiling window facing South - Ventura Blvd., and the mountains

Includes leather 3-seater sofa, leather single sofa chair, additional chair, office desk and chair, file cabinet

Part-time availability

Availability and cost:

Mondays 8 am – 12 pm (\$130/month).

Tuesdays 8 am – 12 pm (\$130/month)

Thursdays 8 am – 3 pm (\$190/month. 8 am – 12 (\$130/month), or 12-3 pm (\$130/month)

Fridays 3 pm – 10 pm (\$190/month)- ½ day available only

Saturdays 3 pm – 9 pm (\$ 150/month)

Sundays all day (\$300/month), available quarter day for \$130/month), or half day for \$190/month)

Office – Large Windowed

225 sq ft

Large floor to ceiling window facing South - Ventura Blvd., and the mountains

Includes leather 3-seater sofa, 2-seater sofa, leather swivel chair, 2 sofa chairs (armless), office desk and chair, and book shelf.

Part-time availability.

Television to show videos to clients.
White Board with markers and eraser.

Availability and cost:

Tuesdays 8 am – 3 pm (\$250/month) or 8 am – 12 pm (\$175/month) or 12 pm – 3 pm (\$175/month)

Information Sheet on 15233 Ventura Blvd., Suite 1101, Sherman Oaks, 91403

Office Amenities

Call light system

Furnished waiting room

Bathroom down the hall (same floor)

Wifi

Mini fridge

Microwave

Water cooler

Wifi-enabled printer

Weekly janitorial service

Heating & A/C

Printer paper, Kleenex & bathroom supplies provided

Utilities included

Office – Large Windowed

220 sq ft

Large floor to ceiling window facing South - Ventura Blvd., and the mountains

Includes 2 leather sofas (seats 3), one 2-seater sofa, 2 sofa chairs (armless), office desk and chair, and book shelf.

Part-time availability.

White Board with markers and eraser

Availability and cost:

Wednesdays 6 pm – 10 pm (\$175/month)

Fridays 8 am – 12 pm (\$175/month)

Saturdays 4 pm – 10 pm (150/month)

Sundays 12-10 pm (\$275/month), or 12 pm – 3 pm (\$175/month).

Parking for both 1208 and 1101

Client parking

2 hr metered parking available on Columbus, 1 hour metered parking on Moorpark, and 10 hour metered parking on Sepulveda

\$21 per day for the lot, or \$8.40/ hour for the lot.

Validation Rates:

\$210 Each book of 15 minutes (100 stickers)

\$840 Each book of 1 hour (100 stickers)

\$420 Each book of all day (20 stickers)

Tenant Parking

Monthly parking is \$155 (open structure) or \$170 (inside structure)

Lease Terms

6 month minimum sublease.

Rent will increase by 5% each year.

1 month security deposit required.

TARZANA (Ventura and Corbin)

Info Sheet on 19634 Ventura Blvd., Suite 303, Tarzana, 91356

Office Amenities

Call light system
Furnished waiting room
Bathroom down the hall (same floor)
Wifi
Mini fridge
Microwave
Water dispenser/cooler
Wifi-enabled printer
Weekly janitorial service (Monday through Friday)
Heating & A/C – including evening times and Sundays.
Printer paper, Kleenex & bathroom supplies provided
Utilities included

Room #1

Large windows facing North (Ventura Boulevard)
High Ceilings
174 sq ft – large enough for 8 – person group
Includes games for children
Large locked file cabinet (must have 1 day weekly to have access)
Furnished: 3-seater sofa, 2-seater sofa, 1 recliner, and large chair. The room also has a desk with chair.

Availability and cost:

Mondays 12-3 (\$100/ month), 3 pm – 10 pm (\$175/month).

Thursdays 3-6 (\$100/ month)

Fridays all day (\$275/month: Fridays 8 am – 3 pm is \$175 or \$175 for 3 pm – 9 pm

Saturday 3pm – 9 pm (\$125/month)

Room #2 – is not available. Sublet full time.

Room # 3

Large room – 191 sq ft – large enough for a 10-person group.
Locked file cabinet (must have 1 day weekly to have access)
Furnished: 3-seater sofa, 3-seater sofa, and 3 arm chairs. The room also has a desk with chair.

Availability and cost:

Mondays 8 am – 3 pm (\$175/month)

Tuesdays 12-3 (\$100/ month)

Wednesdays 8 am – 3 pm (\$175/month)

Thursdays 8 am – 3 pm (\$175/month, 3 pm – 6 pm (\$100/month)

Fridays 12 pm – 3 pm is \$100 or \$175 for 3 pm – 9 pm

Saturdays 12 pm – 9 pm (\$200/month)

Sunday all day (\$250/month)

Room # 4

125 sq ft – can seat 5 people
Furnished: 3-seater sofa, and single sofa chair.
The room also has a desk with chair.
Bookshelf
Interior office – no windows

Availability and cost:

Mondays 8 am – 3 pm (\$135/month) – may be available by the quarter day 8-12 or 12-3 for \$85/month

Tuesdays 8 am – 3 pm (\$135/month) - may be available by the quarter day 8-12 or 12-3 for \$85/month

Wednesdays 8 am – 12 pm (\$85/month, 3 pm – 10 pm (\$135/month)

Thursdays 8 am – 3 pm (\$135/month)

Fridays 3 pm – 10 pm \$135/month

Saturdays 3 pm – 10 pm (\$100/month)

Sunday all day (\$200/month)

Client parking

Free parking in the lot for clients

\$49.50 / month for tenants.

Plenty of free parking on the street for tenants.

Lease Terms

6 month minimum sublease.

Rent will increase by 5% each year.

1 month security deposit required.

GLENDALE (655 North Central Avenue, Suite 1704, Glendale, CA 91203)

Info Sheet on Glendale location

130 square feet – can seat 8 people

Floor to ceiling windows facing Glendale and the hills

Furnished: 2 3-seater sofa, and 2 accent chairs.

The room also has a desk with chair.

Availability and cost:

Tuesdays 12 pm – 3 pm (\$150/month), 3 pm – 6 pm (\$160/month), or 12 pm – 6 pm \$275/month.

Sundays all day - \$250/month.

Office Amenities

Furnished waiting room / lobby has television

Bathroom down the hall (same floor)

Wifi

Refrigerator & Microwave

Water/ Coffee / Tea (for clients and tenants)

Weekly janitorial service (Monday through Friday)

Heating & A/C –excluding Sundays.

Kleenex provided

Utilities included

Security & Receptionist

Client parking

Parking in the lot is \$8/hour, or \$13/ all day.

\$180 / month for tenants.

Free parking on the street, however may need to park 1-2 blocks away.

Lease Terms

6 month minimum sublease. 1 month security deposit required.

Rent will increase by 5% each year.