

#TipTuesday

Moving Your Office One Step at a Time

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Are you moving your office, and trying to determine where to start? Companies are usually so focused on moving into their newly found office space, they can't seem to focus on everything that needs to be done in their existing space and how to prepare for their move.

Moving an office can be a huge undertaking. No one is happy about having to think about what's involved, and the disruption and disorganization that often comes with moving your office space. In order to move an office successfully without unnecessary disruption to your daily operations, business owners and management should consider hiring a move management company.

Most companies don't have the resources to dedicate and manage their office relocation. And often times, they don't have the time to evaluate the benefits of utilizing a move management company. Move management companies are professionals who specialize in office relocation and expansion – and these experts know how to make the process flow smoothly. They specialize in the organization of the relocation process in great detail and manage every detail, budget, timeline, etc.

Selecting a move management company that's right for you is critical for an office relocation or office expansion. You'll want to select a company who has expertise in relocation and project management, outstanding planning services, and a highly-skilled team that can meet the client's ever changing needs. These experts will work with the client to determine what the office already has in place and what is needed in the new location. They will also implement the plans for specific designs and layout within the new office and set up the layout for the new location with ease. They will also handle all of the incidentals that often get put off or forgotten until after the move is complete.

Some important benefits in selecting a move management company are:

- Experts who can work with architecture/design firms and construction companies when needed
- Project planners who manage everything for you
- Time savings by avoiding unnecessary delays
- Cost savings
- Flexibility
- Employee satisfaction and productivity

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#InformationFriday

Keep in mind your Bottom Line

Before you decide to tackle your office relocation, <u>keep in mind your bottom line</u>. This is the most important reason why you would want to hire a professional move management expert. You will save time and money in the long run which is always good for business.

About Argosy Management Group, LLC an



Argosy Management Group (AMG) is a leader in office relocation and move management. AMG services companies throughout North America. AMG delivers a wide range of comprehensive services: move management and transition planning, space planning and furniture needs, office decommissioning, office relocation and liquidation, storage solutions and asset management, furniture disassembly and installation, and I.T./data center relocation.

For more information, contact: Shawn O'Neil at 609-744-4112 or visit www.argosymg.com.

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