



## **DOWNTOWN** EXECUTIVE OFFICES

*A professional office environment designed to maximize your performance, offering a prestigious business presence at a fraction of the cost of a traditional office.*





## OFFICE YOUR WAY

Are you seeking an office for rent? Our tailored service packages are designed to provide exceptional support for you and your business with the highest level of professionalism. Whether you require a permanent office space or a temporary desk for email and project work, we offer the resources you need to succeed.



# Office Memberships

Explore our range of standard services and features. If you require a specialized service not listed, please contact us to discuss how we can meet your specific needs.



## Dedicated Office

- Includes a traditional desk, with the option to upgrade to a sit-stand desk or an L-shaped desk.
- 24/7 Access
- High speed internet
- Mail and package services
- 10 Monthly Meeting Room Credits (credits do not roll over)
- Janitorial service provided five nights a week
- Access to business-class printers and scanners (150 pages free per month)



## Dedicated Desk

- One of 6 sit-stand desks in a large office
- Locking cabinet
- 24/7 Access
- High speed internet
- Mail and package services
- 5 Monthly Meeting Room Credits (credits do not roll over)
- Janitorial Service provided 5 nights a week
- Access to business-class printers and scanners (150 pages free per month)



## Meeting Rooms

- 5 Monthly Meeting Room Credits (credits do not roll over)
- Additional credits available for \$35/credit (\$10 discount)
- Large Conference Room is 2 Credits Per hour
- Small Conference Room is 1 Credit Per hour
- Access to business-class printers and scanners
  - B&W 10 cents
  - Color 45 cents
  - Unlimited scans

# Enhance Your Professional Presence and Efficiency with Our Comprehensive Virtual Office Solutions

Our virtual packages enable you to operate remotely while preserving a professional presence. We provide a prestigious address along with administrative support for tasks like mail and package collection, distribution, and document handling.

With substantial cost savings and flexibility, our services allow you to maintain a professional image and manage your business effectively from any location.







## Virtual Memberships

*Discover our virtual plans designed to perfectly match your needs.*



	Virtual Office	Digital Mail Plus	Basic Mail
<b>THE BEST ADDRESS</b> Located in the heart of Tucson's downtown business district.	✓	✓	✓
<b>MAIL COLLECTION</b> Your mail will be sorted and stored in designated mailboxes for convenient pickup.	✓	✓	✓
<b>MAIL FORWARDING</b> Prepay postage and we will package your mail and forward it to any address you choose.	✓	✓	✓
<b>MAIL SCANNING</b> Digital Scanning of mail 1 time per week to a confirmed email address.	✓	✓	
<b>MEETING ROOMS/HOT DESK</b> 5 monthly meeting credits (credits do not roll over).	✓		

# FEATURED AMENITIES



## BREAKROOM

SHARED SPACE

*With modern appliances, ample counter space, and a versatile hot/cold coffee machine, this area is perfect for meals and beverages. It's an ideal spot to recharge and connect with colleagues.*

## HIGH SPEED INTERNET

SPEED AND RELIABILITY

*Enjoy reliable high-speed internet for seamless connectivity.*



## OFFICE APP

REAL-TIME CONVENIENCE

*Easily book and manage your workspace in real-time with our app.*



# Prime Downtown Location



Explore endless possibilities just steps from your office. Enjoy everything our city offers, from the westbound streetcar stop to the Mercado District and MSA Annex, or head east to Fourth Avenue and the University of Arizona. With over 100 restaurants and coffee houses along the streetcar line, there's something for everyone.

Conveniently located less than 5 minutes from Interstate 10 to the west and Barraza Aviation Highway to the east, travel in any direction is effortless. The Main Public Library is just a block away, along with the Pima County, City of Tucson, Federal, and Bankruptcy Courthouses.

Out-of-town visitors can choose from nearby hotels like the AC Marriott, Hilton, Doubletree, and the Leo Kent, directly across the street.



**DOWNTOWN**  
EXECUTIVE OFFICES

# OFFICE YOUR WAY

*Discover the finest in Downtown office space—whether you need a temporary setup or a dedicated workspace, we have the perfect solution for you.*

## Get in touch

### Address:

2 E. Congress Street, Suite 804  
Tucson, Arizona 85701

### Phone & Website

(520) 202-7300 | [downtownexecutiveoffices.com](http://downtownexecutiveoffices.com)