**SPOON Office Sublease**
These times have changed how and where we all work, and this is certainly true for the team at SPOON.  Since mid-March, SPOON has become entirely virtual and foresees staying like that for an extended period.  However, we love our office and don’t want to give it up.  Therefore, we are looking for a friend or organization who may want to co-share our space.   We are flexible with how this arrangement might work.  At a minimum, we would like to retain the exclusive use of one office room, as well as shared use of the mailbox, supply room, kitchen, and bathroom.  Currently, one person from SPOON comes to the office approximately 1-2 hours per week, however this could increase a bit over time. Perhaps you or someone you know is interested in subletting part or all of the rest of the office.   Like I said, we are flexible so please throw out any ideas you have.

The office is located at 135 SE Main St, Suite 201 in the Central Eastside Industrial Neighborhood. The second floor space (only accessible by stairs) is1,320 sq ft with the following rooms/spaces:

• **Main Room.** Could have a conference table (available), sofa and chairs (available), or additional desks (tenant to provide).
• **Open Work Space** with up to 4 work stations (safely spaced 6 feet apart).  Separated from main room by a pony wall and retractable shade.  Windows facing south.
• **Corner Office** has up to 2 work stations (safely spaced 6 feet apart).  Windows facing south and east.
• **East Office #1** has up to 2 work stations (safely spaced 6 feet apart). Windows facing east.
• **East Office #2** is reserved for SPOON
• **Kitchenette**with two sinks, two mini-fridges, two microwaves, toaster, coffee maker, and tea kettle
• **Bathroom** with toilet, sink and storage
• **Supply room** with printer/copier and office supplies

Please see [link](https://spoon.egnyte.com/fl/kDrCiwRcKf) for images and floor plan.

Wi-fi and other utilities included.  Parking not included, although we can facilitate neighborhood parking permits with the City.

Pricing:
East Office #1: $300/month
Corner Office: $400/month
Open Work Space and Main Room: $700/month
*(Any combination of the above is available.)*

Please reach out to Emily Brod, Director of Finance & Administration with any inquiries: emily@spoonfoundation.org