



FAO OFFICE AGENCY SURVEYORS ! HOW CAN SOS ADD VALUE TO YOUR BUSINESS?

SOS PROVIDES AN INVALUABLE TOOL THAT ENABLES AGENTS TO..

- **GENERATE REVENUE FROM ENQUIRIES YOU DON'T HAVE TIME TO NURTURE**
- **FIND SHORT TERM, "PLUG AND PLAY" SPACE ON BEHALF OF YOUR CLIENTS**

Q - WHO ARE SOS?

- A - Core Business - Serviced Office / Temporary Space Location Service**
- A - 1250 Centres in the UK - Over 5000 Worldwide**

Q - HOW DO AGENTS UTILISE SOS AND GENERATE REVENUE FROM OUR SERVICES?

- A - Outlet Channel for Excess / Surplus Office Space Enquiries**
- A - Comprehensive National / Global "Serviced Office Search Engine"**
- A - Search Tool on Your Website Branded in Your Style - see it on www.westendagents.com**

Q - WHAT'S IN IT FOR YOU?

- A - 50/50 split of our 10% Commission + £75 Gift Voucher per Deal**

Q - HOW DO YOU KNOW WHEN A DEAL SIGNS OR IS PENDING?

- A - Your personal on-line "AGENT INTERFACE" enables you to track and monitor progress of all your referrals. You also receive regular Lead Status Update Reports**

Q - WHAT INFO DO WE REQUIRE FROM YOU IN ORDER TO PROCESS AN ENQUIRY?

- A - Refer the Company Name and number by email, on-line or call us**
- A - For retained in-house clients, if required, we will appoint you as the main contact**

**CALL US TO RECEIVE YOUR USER NAME + PASSWORD
AND ASK ABOUT THE "AGENT MILES REWARD SCHEME"**

Freephone : 0800 0 748 748

Freefax : 0800 0 747 748



Web : www.servicedofficesearch.com

Email : agenthelpdesk@sosplc.com



SOS ARE AFFILIATED WITH 1500 BUSINESS CENTRES IN THE UK AND CIRCA 5000 WORLDWIDE. AS A RESULT, OFFICE AGENCY SURVEYORS, THROUGHOUT THE UK, UTILISE SOS AS AN IMPARTIAL “ONE-STOP-SHOP” SEARCH FACILITY.

Examples of Enquiries That Agents Refer to SOS

- * **Requests for Serviced Offices or “plug and play” space.**
- * **Non-retaining Applicants of any kind**
- * **Short-Term/Temporary space of any size up to 40,000sq. ft.**
- * **Enquiries for small amounts of space**
- * **Requirements for space outside your regular patch of operation**
- * **Any requirements unable to be dealt with due to time constraints**

You can either pass on the enquiry directly to us or if you prefer, for a retained in-house client, we would appoint you as the main contact and naturally would not communicate with your client directly. Surprisingly, more than half the deals that SOS conclude from Agent referrals are with companies that did not originally request Serviced Offices - so if in doubt - refer the enquiry to our Agent Helpdesk.

On Line Lead Update - As well as receiving regular lead status update reports by email, each Agent will be allocated a unique Username and Password that grants access to their personal on-line “**Partner Interface**”. This facility demonstrates our total transparency and enables Agents to meticulously monitor the progress of referrals and upload new ones.

White Label Search Tool on Your Website Branded in Your Identity

At no charge, we can create a “National/Global Serviced Office Search” tool branded in your style and colours, which will enable the user to carry out a search whilst still within your site, using interactive click-able maps of regions throughout the world. To see an example, please visit www.westendagents.com. We take care of the set up – all that’s required your end is to create the search button on your site - the rest is managed by SOS.

Fee Sharing - When a sale is confirmed, SOS receive a commission of 10% of the rental agreement, usually up to a period of one year. As soon as we are in receipt of cleared funds, you will receive your 50/50 share, plus £75.00 worth of gift vouchers per deal.

Other Areas of Interaction

Lead Referral Reciprocation - We occasionally receive enquiries from tenants that will only consider leased space. Leasing is not our niche and in these instances we would look to reciprocate and refer these to our Agent partners.

Your Instructions / Disposals - Centre Operators throughout the UK are keen to expand their portfolios and have asked us to help them identify new space – accordingly if you are disposing of any instructions that you feel would lend themselves for use as Serviced Offices, we would be delighted to hear from you.