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When I initially started my own business my workforce was very small and I would never have predicted we would be the size we are today. Every successful business has a strong workforce behind it.If you did not have this in a business then you will not achieve as much as you could of with a happier more positive work force. That is why it is essential to have a happy work force at all times.

When a business is successful you grow and our one room standard office just wasnt suitable anymore, so we decided to move to a larger more spacious commercial property which would for fill all of our needs as our current office is more of a hindrance than a help.

Searching for that perfect office that was suitable for your business but yet could accommodate all of your staff proved to be a problematic task but we have dealt with this issue accordingly. But luckily we had help from the team behind www.yourcityoffice.com.

Location,Location,Location is always very important when looking for a new office. Our business needed to be situated within the city centre for a number of reasons such as transport links and other services such a post offices and banks. It will be easier for your employees to travel into work as well as potential clientÃ¨le and associates. Of course, every office wants a nice location within a building that isn't falling apart and within a safe environment.

I always made sure that my employees were engaged in the process of moving office space. We would have discussions about potential locations and they would provide ideas and guidance of where to look for the perfect office space which will be taken into consideration. Its always best to take into account the needs of your staff such as is there wheelchair access in the new building as well as specific computer equipment. I also gave them as much time as possible about the move leaving them to prepare and get ready without rushing and panicking.

My biggest tip for anyone relocating their office would be to make sure you set out a relocation strategy. Make sure you have a trusted, hard working removal team ready, as well as storage (if needed), as well as your internet and broadband supplier. The sooner everything is prepared and in good working order the faster your staff can settle in and start work, a break in business will result in a loss of money.

Always seek professional advice when leasing a new office building. Lawyers can help with the procedure and proved to be very beneficial with our move. However www.yourcityoffice.com proved to be hugely helpful, finding numerous suitable locations and even competitively priced Glasgow Office Space www.yourcityoffice.com even helped with the moving process!

Once you have found your perfect office suite which is suitable for the scale of your business, as well as all of your employees and equipment, you can begin to then start the moving process which can be stressful but well worth it in the end seeing your business flourish! I used a checklist which prevented me from misplacing anything too important. If you have a happy workforce too they are more willing to assist with the move!

Now that we are all set up and working together within our new office, we have become very settled and content. A great office improves staff morale and creates a happy work climate.

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Emilee Jaden - About Author:
a Glasgow Office Space - I've worked with a host of different finance systems and I'm well versed in making quick calculations. I'm very numerical and have a great attitude when it comes to gaining experience in a range of financial areas. I am most eager to step up my game and center my ambitions on team based assignments. I'm ready to work hard and boost profit levels.

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