

Options for Alternate, Non-State Owned Spaces

None of These Are Official TFC Endorsements

Sister Site-

- ♦ Arrangement w/ another organization for use of conference and break rooms
- ♦ Contract through both entities' legal depts.
- ♦ Cheap option
- ♦ TFC can provide a contract template (Negotiate terms on your own)

Drop-Ship Offices-

- ♦ Fully outfitted mobile structures w/ equipment & generators
- ♦ Requires contract fees
- ♦ Can be shared by >1 agency (verify through legal depts.)
- ♦ TFC could provide placement site (limited availability)

Work From Home or Public Space-

- ♦ Libraries, coffee shops, etc.
- ♦ Free Wi-Fi & meeting spaces may vary
- ♦ Must verify Internet data security
- ♦ Cheapest option
- ♦ TFC not needed

Hotel Conference Room-

- ♦ Availability may be limited during high attendance events
- ♦ Must verify Internet data security
- ♦ May require contract fees to retain right of use within RTO
- ♦ TFC not needed

Co-Working Space-

- ♦ Shared space w/ other companies & individuals; limited privacy
- ♦ May require contract fees
- ♦ Parking may be an issue (availability and/ or price)
- ♦ Price & availability will vary
- ♦ TFC not needed

Lease an Alternate Office-

- ♦ Sole right of use
- ♦ Available within RTO
- ♦ Most expensive/ most versatile option
- ♦ TFC Planning & Leasing Depts. available to help assess needs and prepare a bid

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