

The EDINA Office

7645 Metro Blvd, Suite 200, Edina, MN 55439

PARKING

Parking lot is in front, to the side, and behind the building.

ACCESS

From the front of the building, enter into the main lobby. Head up the elevator or the stairs. We are on the second floor.

LOCKS

The exterior doors for the building are open from 9am - 5pm Monday-Friday.

Should you need the office outside of business hours, we have a lockbox with a key inside near the front door. Code is 1991. The door will automatically lock behind you. Please remember to return the key

WIFI AND PRINTER

This office is equipped with wifi and a basic printer/scanner/copier. Feel free to use this when needed.

WiFi Network: Pemberton

Password: Welcome1

OFFICE GUIDELINES

1. Since this is a shared building, all agents and staff must maintain a low level of volume in the hallways and stairs.
2. Our office is set up with offices and cubicles. These spaces are intended for plug-and-play work spaces. Please do not "set up shop" unless you plan to be in office 3+ days per week.
3. Please clean up after yourselves. There is a dishwasher in the kitchen, so please rinse all dirty dishes and place in the dishwasher after use. If the dishwasher is full, please run it. If it is clean, please empty it.
4. The team will supply similar drinks and snacks. There is also a fridge for personal items.
5. All office supplies are to stay in this office (excluding paper clips, marketing materials, etc.)

SIGNAGE

1. We have a storage shed located near the carport in the parking lot. This shed houses our open house signs and step-in listing signs. Please help yourself and keep the shed organized. To access the locked shed, there is a lockbox with key. The code is 1991