

## Special Interest Articles:

- Drop Box Announcement
- Welcome New Clients
- Holiday Schedule & Reminders

## Welcoming a New Private Office Client



Paradatec GmbH was established in Braunschweig, Germany in 1988. The company's mission was to develop software for high performance pattern recognition – with a special focus on character recognition and analysis systems. In achieving this goal, Paradatec has established itself as both a pioneer and leader in the production of intelligent and flexible recognition software for freeform applications in the (ECM) enterprise content management marketplace. We are happy to welcome Neal Frasier and his team members Serhry, Derek, Chris, and Mike (not pictured).

## Christmas Luncheon



The staff here at Blue Ash Office Suites would like to invite our clients to a Christmas Luncheon on December 11<sup>th</sup>. This will be from 11:30 am – 2pm. Stop by anytime that is convenient for you and grab a bite. We will provide some goodies but feel to bring a dish to share.

## New Company Drop Box

Thanks to Equity Team for helping to provide a drop box for our clients to use after hours. Each morning we will open the box and disperse any items left to the appropriate company. Please ensure that when giving instructions to your clients that you tell them to clearly list your name or company on the items.



## Reminder of Holiday Schedule

In observance of the Holidays, Blue Ash Office Suites will be closed for business on the following days:

Thursday November 28<sup>th</sup>  
Friday November 29<sup>th</sup>  
Wednesday December 25<sup>th</sup>  
Wednesday January 1<sup>st</sup>

If you or your associates plan to access the building during non-business hours please ensure you are familiar with your 4 digit entry code. Feel free to contact a Blue Ash Office Suites team member if you need assistance.

*Want your business featured in our next newsletter? Contact a member of the Blue Ash Office Suites Team to sign up to be featured in an upcoming Client Spotlight!*

*Please join us in  
welcoming Sarah in her  
new position as Assistant  
General Manager!*



## **Our New Virtual Clients**

**Pam Amlung, Attorney at Law**

**A 2 Consulting, LLC.**

**I.T. Maple, LLC.**

**Graves & Graves, LLC.**

## **Senior's Second Saturday hosted by Graves & Graves, LLC.**

Our new virtual clients Graves & Graves, LLC will be hosting an event with The Public Library of Cincinnati and Hamilton County. The seminar covers Medicare and Medicaid essentials as well as how to qualify, and will answer many questions for Seniors. This event is January 11, 2014, 1:30 PM - 3:30 PM at the Blue Ash Branch of The Public Library of Cincinnati and Hamilton County, 4911 Cooper Rd., Cincinnati, Ohio 45242 . Please contact (513) 646-6007 with any questions.

### **There's an App for That!**

Blue Ash Office Suites has joined the social media revolution. We are sharing information on small business growth, updates on co-working, virtual offices and even suite events online.

Follow us on **Twitter** @blueashoffcstes or **LinkedIn**  
[www.linkedin.com/company/blue-ash-office-suites](http://www.linkedin.com/company/blue-ash-office-suites),

If you would like us to share news about your business through our network, send updates to  
[tmueller@blueashofficesuites.com](mailto:tmueller@blueashofficesuites.com)

### **COLOR COPIES???**

As a friendly reminder, all work done with the Savin printer in our common workspace will be included in your ancillaries each month. Please be aware that no matter the amount of color on a page, if any color at all is printed or copied, it counts as a color page. The pricing difference between a color page and a black and white page is \$.50. If you do not want to print any of your documents in color you can set your printer default to black and white in your printer preferences.



### **What do you think?**

We recently have added the Millennium Blend from Coffee Break to the selection of coffee available in the kitchens. We would like for you to give us your feedback on the new blend. What do you think? Should we try a different kind? Are you enjoying the new flavor? Let us know, we are excited for your feedback...

### **Last Minute Services**

Are you running out of time with your busy schedule? Let us take some of the load off. Here at Blue Ash Office Suites we offer many services that will allow you to concentrate on your business and family during the holiday season.

#### **Services include:**

- Greeting Card Preparation
- Personal Shopper Services
- Gift Delivery and Shipping
- Follow Up Calls
- Appointment Setting
- Any Other Customized Services

Our meeting room and guest offices are filling up fast. If you don't have time to travel, take advantage of our videoconference capabilities.

Contact the front desk today to ensure you obtain the reservation needed.



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