

Office / Business Space

PROFESSIONAL, one story office space, newburg at Plymouth Rd., Livonia. Extended parking and lease agreement, 110 sq. ft. Monthly rent \$678. Call 444-5414.

LIVONIA AREA:
• Office space 2,200 sq. ft. \$2400 W. 9 mile near Farmington. Close to dry bar.

Livonia office space for lease, 1 room entrance on E Lake Rd. near Farmington. Secretarial and phone answering service. #76-5442

OFFICE SPACE FOR LEASE, 1000 sq. ft. or more. Located near Orchard Lake Rd. N. Plymouth. Price \$2500 per month. #78-1787

OFFICE SPACE for lease. Deluxe suite available for sub-lease or rent. In Farmington Hills. Lower Office Library, copy, telephone answering service available. Call 444-5444

OFFICE SPACE IN TROY, 375 & B character Road. Sub-includes all utilities. Ask for Bob O'Donnell. #44-4444

OFFICE SPACE - Northwest Detroit. Total area of Grand River Rd. N. & Le. All amenities included. Better market rate. Call 444-5000

PLYMOUTH AVAILABILITY:

- #2000 x 54 ft.
- Plants on ground
- Plenty of windows
- Private restrooms
- 2 bathrooms
- Excellent location

455-2600

PLYMOUTH/DOWNTOWN
2 suites - \$42 & \$42 per sq. ft. Excellent parking. Close to banks & post office.

PLYMOUTH/DOWNTOWN
Three office spaces available from 4000 sq. ft. Call for details: 444-8395

PLYMOUTH - MAIN STREET
1200 sq. ft. office. \$8 per sq. ft.
Call 444-4190

PRIME PLYMOUTH Superl opportunity for shared offices. Superior location. Single office up to 1700 sq. ft. Short term lease also furnished per day. 444-4450

SOUTHWEST - Corner 12 mile & E. Expressway. \$50 per sq. ft. office space in small building. Call George 159-8923

SOUTHWEST - Fully furnished private office space at extremely reduced rate in Northwesterly 12 mile rd. 444-7900

SOUTHWEST Near 10 mile rd. 275 1000 sq. ft. available 1st month rent. 737-9550

SOUTHWEST
OFFICE SPACE Here, Lathrup near 10th mile, approximately 300 sq. ft. #76-3000

SOUTHWEST - 10/Northwestern Horse, private office in suite. Security, Fax, copier, etc. in receptionist for the agent or manufacturer's rep. Perfect. #44-4444

SOUTHWEST
10 MacArthur Ave.
300 sq. ft. - 1500 sq. ft.
Available immediately
314-0555

SUBLEASE 1550 Sq. Ft. office space in Farmington Hills, under contract exp. 1/79 or 2/79

TROY/BIRMINGHAM Instant office space. Telephone answering service included. Secretarial and furniture services. \$400-\$800. 643-4788

TROY
Luxurious 1 & 2 person offices, great location, 1675 Crook Rd. 643-4490

TROY - Single Offices
with complete services. Call International Business Centers 837-2400

TROY - Sublease a connecting office space for sale 1414 Westchester Rd. Locuston, Mich.-Tn. 444-0023

W. Bloomfield - Office for lease Secretarial service & phone answering included. Good location. 651-1836

12 MILE & DUNDRAKE RD. 1250 sq. ft. Suite. Outstanding professionals and business who can help you expand your business. Includes courtyard, concrete, new medical. Good parking. 396-1770

CLASSIFIED

1. **Give the reader specific information.** Pretend you are someone reading the classifieds. What would you like to know about the item, service or job you are advertising? Be sure to add details such as color, size, condition, brand name, age, features and benefits. (Be accurate!) Don't embellish your ad with misleading information. Stick to the facts and reap the rewards!
2. **Include the price.** Don't waste your time or a potential buyer's time. If you advertise the price of the item or service you offer, the people who respond to your ad will be those who are genuinely interested. Surveys show that readers are more interested in those items and services they know are within their price range.
3. **Avoid abbreviations.** Don't make a potential customer work too hard! Although you may be tempted to cut down on the cost of your ad by using abbreviations, surveys indicate that many people don't understand such abbreviations as EIK (eat-in kitchen) or WSW (white side wall tires and won't take the time to figure them out. A confused reader is a disinterested reader. Get the
4. **Include phone number and specify hours.** Be sure to let potential customers know when and where to call. Surveys show that even if a person is very interested in your item or service, he or she will not call back after the first attempt. Stay near the phone during the hours you indicate you will be available. Don't risk missing a sale!
5. **Run on consecutive days.** Your ad will not get results if people don't see it! Therefore, it is important to set up a consistent and consecutive ad schedule with your telephone salesperson or outside sales representative.

MESSAGE _____

Observer & Eccentric
 CLASSIFIED ADVERTISING
 644-1070 Oakland County 591-0900 Wayne County 852-3222 Rochester/Rochester Hills