



# The Bellefield Buzz

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425-289-4900

January 2017

FOCUSED ON BELLEFIELD'S TENANT AMENITY, PROGRAM AND EVENT UPDATES

ALL INFO CAN BE FOUND ON OUR WEBSITE

## Housekeeping for a Happy New Year!

Every January, your Bellefield Property Management team goes through the old 2016 files and looks for anything needed to stay up to date on our Tenant's lease information; insurance certificates, and contact lists so we can be efficient for you in the coming year. So many changes happen within 12 months that this exercise always brings new vital information to help us stay in touch and on top of your needs.

In the coming days, we will be sending tenants, whose Certificate of Insurance (COI) is out of date, a request to update your insurance coverage with your provider. Certificates of Insurance are so important as they allow everyone to move forward quickly in case of an accident, flood or fire in your office building or suite. Accidents and the unexpected does happen -- if every tenant has their updated COI on file, no one will experience a delay in moving forward on a claim, incident or issue.

We are also updating our master Tenant contact list so we are able to reach the right person in your office on any given day and in any circumstance. Whether it be a permission to enter; an alert of a building's unexpected system failure; or true emergency: we need to be able to contact the person at your direction who is the best individual to provide info and instruction and to coordinate with. Much like Emergency Preparedness Training, having one contact point helps everything move more quickly towards resolution.

Speaking of resolutions, ours is again to be the best office environment for your business and best campus for your employees so that your enterprise thrives in 2017. With over 81 tenant companies and a property population now of 1,600+, we are excited to manage Bellefield again this year and bring you excellent management services, programs, amenities and events.

With that, we've adjusted our team here to add a Property Administrator to our group – please help us welcome Sandie Young (pictured back row, middle) to the Pinnacle team based at Bellefield. Sandie has a property management background and has stepped into an enriched role here at the Park – she's in the process of getting her training while also getting to know our tenants and our buildings better. Britt Edlund has been promoted and assigned to a new property in Bellevue called 110 Atrium located just 10 minutes away on 110<sup>th</sup> Avenue. We consider it a sister property as it's owned, managed and leased by the same people as Bellefield.



**Happy 2017 to everyone at Bellefield & best wishes for much success this year!**

## Corks and Canvas - Tenant Paint Parties coming in Jan/Feb 2017



Looking forward to inviting our tenant groups to our Corks and Canvas series of 6 paint parties here at Bellefield in late January and early February. These parties are hosted by BOP Programs with Corks and Canvas and are meant to be a fun gathering where you can “uncork your creativity”. Each event supplies art instruction, materials for one canvas and an adult beverage. Bellefield Programs will subsidize each attendee so our tenants have a hugely discounted rate and an unforgettable experience. Invites and more news coming soon and everyone is welcome – you, too BOP guys! Cheers!

<http://corksandcanvasevents.com/>



## Winter Fitness Workshop with RCF Conditioning!

RCF Strength & Conditioning is offering a winter Fitness Workshop at our sister Property in Bellevue this Feb!



The Coaches who have won best box gym for 3 years in a row will be on hand to personally take you through a fitness assessment and recommend ways you can improve on your goals. This event will be held at 110 Atrium – coaching, free parking and a light box lunch will be part of the event. Don't wait to sign up – we've reserved some spots for Bellefield tenants so don't miss out! Register through [iamrcf.com](http://iamrcf.com) or call 425-289-4900 for more info!



## EVENTS & AMENITIES

### SAVE THESE DATES!

**January: Tenant Information  
Updates**

**Jan 25– 1st Corks & Canvas Event**

**January 30 – Enhanced Wrench  
Mechanic Services Start**

**February 2017 – Fitness Workshop**



**WRENCH**  
DROP THE SHOP.

Bellefield is excited to announce that soon Bellefield tenants will be able to get full automotive mechanic services right here on site at Bellefield. Wrench is expanding their service line here on the property. Wrench services all types of cars and trucks, offering everything from oil changes and tune ups to brake jobs and no-starts. ASE certified mechanics can perform most jobs right in our dedicated parking service area between Conifer and Madrona under their canopy giving you the freedom to spend your time on more important things. Go to <http://www.getwrench.com/bellefield> to get your Bellefield discount when you book your appointment!

## Programs Orientation Presentations Available

If you are interested in kicking off the new year by finding out more about Bellefield's programs, amenities or events, please contact Monica, Community Dev Manager, at 425-289-4903 for a scheduled presentation for yourself or your team.



#bellefieldop

Dilettante Mocha Café

Coming Soon! Online  
Ordering from the  
Dilettante!

Just in time for the winter season, the Dilettante Mocha Café will be bringing Bellefield a new option to order ahead via a new online app they've developed for our location. Now in the final testing phase, the app will allow Bellefield tenants to pre-order via your mobile phone. We will publicize the apps availability online in late January at Bellefield-officepark.com/Amenity as soon as it's ready for orders so you can download it.

Also, if you are entertaining your office team this January, you can reserve the Café's communal table and order a special menu for your group. The Dilettante Mocha Café's catering and kitchen staff will work with you to make your selections or even customize to make your event amazing! The Café can be reached at phone 425-451-4086. A link is provided here to the new catering menu - [http://bellefield-officepark.com/wp-content/uploads/2017/01/BELLEFIELD\\_Catering-Menu\\_ForDelivery\\_digital-version.pdf](http://bellefield-officepark.com/wp-content/uploads/2017/01/BELLEFIELD_Catering-Menu_ForDelivery_digital-version.pdf)

## Bike Commuters: Better Bellefield Amenities for You!

We've added longer term locker storage and safer footing for those who would like to commute to Bellefield via bike! Four newly-designated bike lockers are now established in the men and women's locker areas. Please contact Property Management to check one out and be sure to clean out every two weeks. More info and tips on starting your commute to work via bike can be found here. <http://www.active.com/cycling/articles/bike-commuting-tips> Special thanks to Conor Morrison for his valuable bike commuter input.

