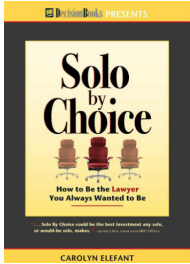


OSI NEWSLETTER #7

"Solo by Choice: How to Be the Lawyer You Always Wanted to Be"

How might you build your business by using recently developed 'social networking' tools? First facebook, myspace, and the like were personal social activities. Then Obama used derivatives of this software to organize an winning political campaign. Entrepreneurs are exploring how to use these tools to build businesses. On February 26, Carolyn Elefant, author of 'Solo by Choice' will present her experience in using 'social networking' software. Carolyn is an attorney, but the techniques she uses can be adapted to other lines of business. RSVP to 202 835 0690 or, by email, manager@osioffices.com

Suntrust Bank offers tailored banking options

O.S.I. is pleased to have Suntrust banking sending a representative the third Wednesday of each month to meet with clients. Suntrust is a large and strong bank, offering a broad range of financial services. It has offered OSI clients a set of products equivalent to those offered to employees of large companies. You can discuss your needs, including basic business banking, loans, investment advice, savings plans, etc. You can give the Suntrust representatives an opportunity to address any concerns you might have about the best ways to position your business banking arrangements to meet today's challenges.

Quote Of The Month

"OSI has met the business needs of my law practice for almost 15 years. The office services are both comprehensive and reliable. The staff is well-trained and unfailingly courteous. The handling of the mail and deliveries is dependable. My clients have commented favorably on the facilities and well-appointed offices"
Sincerely, Chris Leflore Esq.

Monthly Seminars

As mentioned above February 26th Carolyn Elefant will be appearing. On February 27th the rescheduled podcasting seminar will be offered. Please RSVP to the manager.

Diversity Of Payment Methods

In addition to the ease of paying via PayPal or Credit Card OSI now handles **Electronic Checks**. By providing a voided check and an authorization OSI can automatically, or by you calling in, deduct the monthly charge from your checking account.

OSI Survey results

Thank you to those who took the OSI Survey, this information helps us tune and expand our services. Many of those who responded were interested in web access to scheduling. We are looking at options on how to implement this service and will have an announcement in the next couple of months.

SMS texting of mail & packages

O.S.I. now offers the ability to send you a SMS message if you receive a package or need a summary of the mail that arrived that day. This provides a clean and quick interface for you to keep track of your correspondence. Additionally we can scan and email you the contents of your correspondence. After scanning the mail will be resealed and put back into your mailbox. Please call or email the manager if you are interested in these capabilities.

The cost of SMS'ing will be \$.75 per message. After March 1st if you call in to check your mailbox the charge will be \$1.50 per call.

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