



- Search the REALS website for the space request report to identify agencies seeking space and ask if they are interested in sharing space.
- Contact the local chamber of commerce, county commissioners office or city manager.
- Contact local state agencies in each applicable city.
- Advertise in the local newspaper. (If advertising is mandatory, follow standard procedures.)
- Search [LoopNet](#).
- Coordinate with REALS to publish needed space on social media.
- Contact real estate companies in the community. Upon request, REALS can send an RFP to real estate brokers on your behalf. For smaller communities, contact real estate companies in larger surrounding towns.
- Drive around the community to locate space for lease.
- Contact property owners in nearby retail strip and shopping malls to discuss their interest in converting to commercial use.
- Contact local banks for leads to potential real estate transactions.
- Contact the local U.S. Post Office for their availability to lease commercial space.
- Contact local federal buildings for available lease space.
- Search advertisements on social media and local newspapers for vacancy.