

BUSINESS CENTER INFORMATION

Contact: Sally Behrendt at 207-879-9800 x1 or Marnie Coleman 207-754-5601, marnie.coleman@kw.com for keys and/or codes to any of the business centers.

Locations

- Auburn Business Center: 243 Mt. Auburn Avenue, Auburn, ME 04210
- Bangor Business Center: 23 Water Street, 4th Floor, Bangor, ME 04401
 - Street parking only
- Brunswick Business Center: 169 Park Row, Brunswick, ME 04011
 - Parking behind the building or on the street
- Cornish Business Center: 81 Maple Street, Cornish, ME 04020
- Damariscotta Business Center: 65 Main Street, Damariscotta, ME 04543
 - Parking behind the building, in the public lot or on the street
 - Lockbox is hanging on the planter on the back porch
- Kennebunk Business Center: 19 Main Street, Kennebunk, ME 04043
 - Use the rear entrance and unlock the front door from the inside
 - Parking behind the building
- Saco Business Center: 190 Main Street, Saco, ME 04072
 - On-street parking, or use police dept. parking lot entrance off of Storer Street. Do NOT park in the lot directly behind the building.

Contact: Marnie Coleman, Director of Operations, 207-754-5601, marnie.coleman@kw.com

WiFi

Keller Williams Corp: 50Sewall2021 OR **lob\$ter@1820**

Keller Williams Guest (guests, phones, watches and tablets): homesale@KW2020 OR **2078799800**

Cornish Office: magicalflute865

Printer/Copier

You should be set up to use the printer/copiers at the Market Center and all business centers. If you have trouble, please contact Marnie Coleman, 207-754-5601, marnie.coleman@kw.com.

Copying: Use your copy code to log in and make copies.

Printing: To print, you'll need to upload printer drivers. Simply follow these steps:

1. Go to: <http://192.168.1.105:9163/setup>

2. Click the Download icon, then open the file once to complete
3. Select your language (defaulted to English)
4. Accept the agreement and click Next
5. Check each printer listed and click Next
6. Enter your Username (First and Last Name) and password (your copy code) and click Next
7. Click Finish

Once completed, you'll be set up to print to all of our printers (except Cornish).

Conference Rooms

Contact the front desk in Portland to reserve conference rooms at any of our business centers: 207-879-9800 or frontdesk318@kw.com. *If you reserve a conference room for a closing or meeting, you MUST be present at all times.* Please turn off all lights and lock all doors on your way out.

Please lock the door, close and lock windows, and turn off all lights before leaving.