

# why re-form...



*Re-form is a full service office furniture remanufacturer. We'll provide all the furnishings you'll need for your office. If you are moving or just freshening up what you already have, we can help. Whether you are [moving hundreds](#) or just a few employees, we have the [experience and expertise](#) to make your move seamless.*

## Here are a few [tips](#) to begin with

Before you start talking to any office furniture supplier, you'll need to prepare some [basic](#) information about your business, office space, and employees.

- 1) [Floor plan](#): It's best to have a drawing of your new space, but if not we can help track one down for you, or we can measure your space and create one.
- 2) [Programming](#): Is your office paperless...How do your employees work, and how will the furniture make them more efficient? If programming seems like an overwhelming task, we can help with this too!
- 3) [Design](#): Will the office be a showplace for your customers, and will you need it to reflect your companies image, or do you want it to be a comfortable, casual work space for the employees? Do you want a cutting edge look, or something that will have a longer shelf life? Whichever way you choose we can guide you step by step.

## COMPARE YOUR OPTIONS

Item	New	Remanufactured	As-Is
Cost Savings	Possibly	Yes	Yes
Quality/Durability	Yes	Yes	Yes
Flexible Finishes	Possibly	Yes	No
Quick Turnaround	No	Possibly	Yes
Green/Sustainable	Possibly	Yes	Yes

## Decisions... decisions...[New, As-Is or Refurbished?](#)

- 1) Buy good quality office furniture, whether it's new or used, you get what you pay for. Life cycle costs for quality furniture are actually less than cheap products.
- 2) Used As-Is office furniture from Re-form is Grade "A" product that has been fully inspected, cleaned and repaired. Always the lowest cost option.
- 3) Re-manufactured Office furniture from Re-form is still a cheaper option than new. Highest quality product, ready for you to put your own personal touches to it. We have a full library of fabric, paint and laminate options, the sky's the limit!



**re@form**  
OFFICE FURNITURE  
REMANUFACTURING