



## **Executive Base Network Extends Virtual Office and Staffed Services to Small Firms Across San Ramon and the Tri-Valley**

*October 22, 2026*

San Ramon, California - October 22, 2026 -

Executive Base Network, a women owned executive suite and virtual office provider founded in 1984, continues to serve small firms across the Tri-Valley, including San Ramon, Danville, Dublin, Pleasanton and Walnut Creek. The company reports that remote and hybrid businesses throughout the region increasingly rely on a professional presence that does not require signing a long term lease.

Executive Base Network provides live receptionist service, business addresses, mail handling, private offices, coworking and conference rooms for small businesses in San Ramon and the Tri-Valley. The company operates from a single staffed location at Executive Base Network, 111 Deerwood Road Suite 200, San Ramon, California 94583, (925) 831-3535, [executivebasenetwork.com](http://executivebasenetwork.com), rather than a mailbox store or a call center.

The Executive Base Network live receptionist and business address in San Ramon serve companies that

want their calls answered by a person and their mail handled at a staffed street address. The distinction matters to many small firms in the region. A live receptionist can answer in the member company name, route calls and take messages, functions that voicemail does not perform. A staffed address receives and signs for deliveries during business hours, which a simple mailbox cannot do.

Virtual office plans are offered month to month with no six or twelve month lock in. The Starter tier is \$65 month to month, \$55 on a six month term and \$45 on a twelve month term, and includes a business address, mail handling and access to meeting space. The Enhanced tier, at \$155, \$145 and \$135, adds the live receptionist answering in the member company name, a local phone number with voicemail to email, a local fax number and two private office days a month. The Premium tier, at \$255, \$245 and \$235, includes five office days a month.

Members who meet clients in person use the company conference rooms, which rent at \$35 an hour or \$275 a day. Coworking and day offices are available at \$20 an hour or \$100 a day, and full time private offices start as low as \$600 a month. Mail service requires a signed USPS Form 1583, photo identification and proof of address. Office hours are Monday through Thursday from 8am to 5pm and Friday from 8am to 4:30pm.

"Small firms across the Tri-Valley want to sound established without taking on a lease they do not need," said Tara Teodoro, President and CEO of Executive Base Network. "A staffed office means a real person answers the phone and a real address receives the mail, and that is a different experience than a mailbox or an automated line."

Teodoro began at the company as its receptionist and later bought the business, which has operated from the same San Ramon location for four decades. Executive Base Network holds a 4.8 rating from 26 Google reviews.

Executive Base Network is an office space rental agency based in San Ramon, California. The company offers full time office packages, virtual office packages, meeting room rentals and private offices on demand for independent professionals and small businesses throughout the Tri-Valley region.

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For more information about Executive Base Network, contact the company here: Executive Base Network Tara Teodoro (925) 831-3535 [info@executivebasenetwork.com](mailto:info@executivebasenetwork.com) 111 Deerwood Road, Suite 200 San Ramon, CA 94583

**Executive Base Network**

*Executive Base Network offers collaborative and cost-effective executive suites, virtual office services, and on-demand private offices in San Ramon, CA, catering to professionals seeking dynamic workspace solutions.*

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