Bonita Multi-Services

SERVICE • INTEGRITY • INNOVATION



THE BMS
SERVICE BOOK

Business support. Document services.
Meaningful celebrations. Trusted connections.

REQUEST A SERVICE

BONITA SPRINGS, FLORIDA | NOVEMBER 2026

INSIDE THE BOOK

Find your service

Notary & signing services 04

Apostille & authentication 08

Tax preparation 11

Sales & Business Consulting 14

Marriage & Wedding Services 19

Preferred Vendor Network 23

QNP document & office services 28

Office & creative space rental 30

Quick fee reference 34

Booking & contact QR desk 35

Start with the chapter that matches your need. Every chapter explains the scope, process, pricing and planning time. In the digital edition, the contents and QR codes are clickable.

WELCOME

A clear process from the first request

Bonita Multi-Services LLC brings seven service categories together in Bonita Springs, with mobile, virtual and statewide options where the service permits. Our team confirms the right professional, scope and next step for each engagement.

1 **Tell us the essentials**
Choose your service, location, preferred timing and a brief description. Start with non-sensitive details.

2 **Confirm scope and fees**
We review availability and eligibility, identify the assigned professional, and explain fees, exclusions and outside charges.

3 **Approve and arrange**
Accept the written scope and payment terms. Where prepayment is required, use the issued payment request. A form submission alone is not a confirmed booking.

4 **Receive your service and next steps**
Follow the agreed document, appointment or work instructions. Additional work requires approval; government agencies determine their own outcomes.

How to read timing: Planning ranges in this book begin after complete information, required documents, approvals and payment are received. They are estimates, not guaranteed response times, appointments or completion dates. Your written engagement controls.

Our office
11100 Bonita Beach Road, Unit 108-B-1 & 2
Bonita Springs, FL 34135
Office services by confirmed appointment; regular office hours Monday-Friday, 10 AM-4 PM.

CHAPTER 01

01 Notary & signing services

Office appointments, mobile visits and eligible remote online signings, coordinated around your document and signer requirements.



ONE ACT OR A COMPLETE SIGNING ASSIGNMENT

For individuals, families, law firms, title teams and businesses. Notarial acts, travel and package support are identified separately.

Scan to request service

NOTARY | SCOPE AND FEES

Choose the signing support you need

Service	Fee and scope
Office notarization	$10 per ordinary notarial act.
Mobile notarization	$65 fixed travel per appointment, plus $10 per ordinary notarial act. One act with travel: $75.
Remote online notarization	$25 per online notarial act, subject to signer, platform and document eligibility.
Loan / title signing support	From $150 for a defined package. Acts, printing, scanbacks and any mobile travel are itemized.
Attorney-prepared estate signing coordination	From $100 coordination. Acts, travel and witnesses are separate. Drafting and legal advice are excluded.
Witness coordination	$25 per arranged witness for the first hour; additional time by agreement.
Employer-authorized I-9 visit	$35 service fee; add $65 travel if mobile. Employer verification support, not notarization.

A notarial act is not the same as a page, signature count or complete closing package. Applicable statutory fee exemptions are honored. No optional add-on is charged automatically.

Appointment planning estimates

Ordinary office/mobile signing: allow 15-30 minutes for a small, ready packet. Eligible online session: allow 15-30 minutes after identity checks. Loan or estate packets: allow 45-90 minutes or the package-specific window. Travel, witness arrangements and appointment availability are additional.

NOTARY | YOUR APPOINTMENT

Prepare once. Sign with confidence.

1 **Describe the assignment**
Document type, signer count, preferred date, location, witnesses and any recipient instructions. Tell us about mobility or access requirements.

2 **Confirm readiness**
Have complete documents and acceptable identification. Ask the document recipient or your attorney which notarial act and witnesses are required.

3 **Approve the itemized quote**
We identify acts, package support, travel, witnesses, printing and return services. Mobile assignments require provider acceptance before advance payment.

4 **Attend the appointment**
All required signers participate as instructed. Do not pre-sign when the act requires signing in the notary's presence. Online signers complete platform identity checks.

5 **Complete the return steps**
Inspect for missing signatures before the appointment ends. Scanbacks, shipping or courier handling follow the agreed scope.

Before you arrive

- Bring the complete document, not only the signature page.
- Confirm signer names, witness needs and the receiving party's requirements.
- Ask before bringing hospital, power-of-attorney, estate or unusual identification situations.
- Do not send identification images or confidential documents through the general inquiry form.

Recurring needs. Defined allowances.

Service	Fee and scope
Commercial Essentials	$1,500/month: 30 office or online acts; up to 1 coordination hour; one business location.
Professional Signing	$3,000/month: 75 office or online acts; up to 3 coordination hours; up to three locations.
Enterprise Signing	$5,000/month: 150 office or online acts; up to 5 coordination hours; up to ten locations.

Plans renew monthly until cancelled before the next billing date. Allowances reset on the paid billing anniversary; unused acts do not roll over. Mobile dispatch, full loan packages, estate coordination, witnesses, printing, apostilles, government fees and shipping are excluded. Extra work needs agreement. Priority coordination does not guarantee a time.

Can you explain or draft my legal document?

No. A notary does not choose legal forms or provide legal advice. Your attorney or document recipient resolves legal-content questions.

Can someone else attend for a signer?

The required signer must appear using the method permitted for the notarial act. Tell us about any representative capacity before booking.

Is a remote signing always available?

No. Online eligibility, identity checks, technology and the receiving party’s acceptance must be confirmed.

What if my package needs printing?

Published printing is $0.25 per black-and-white page or $1 per color page when agreed. Scanback/return coordination starts at $10 per packet; courier or postage is additional.

CHAPTER 02

02 Apostille & authentication

Administrative coordination for eligible documents that will be used abroad. The issuing government authority provides the certification.



START WITH ORIGIN + DESTINATION

Tell us who issued or notarized the document, the destination country, the number of documents and your requested deadline.

Scan to request service

The right record. The right authority.

Service	Fee and scope
Standard Florida handling	$150 for the first document.
Additional documents	$50 each in the same submission route and destination.
Florida government charges	Generally $10 per document; $20 for qualifying clerk-certified records requesting an apostille. Confirm the exact authority and record type.
Shipping, courier and other routes	Separate. Federal, other-state, consular and hand-delivery requests receive a route-specific quote.

Example: One standard Florida document with $150 handling and a $10 state charge totals $160 before shipping. A qualifying $20 clerk-certified route totals $170 before shipping. These examples include separate government charges; they are not BMS-only fees.

What to gather

- Document type and issuing jurisdiction.
- Destination country and receiving organization’s instructions.
- Appropriate original or certified record; copies are not automatically acceptable.
- Name, delivery details, document count and your desired date.
- Any translation or additional legalization requirement for separate review.

Estimated timing: Allow approximately 2-4 weeks for a standard Florida mail route after a complete acceptable packet is ready. This is a planning estimate; check the current state queue before relying on a date. Shipping, corrections, other authorities and consular steps can add time.

From document review to return delivery

1. **Review the route**
   We identify the document origin, destination and appropriate authority.

2. **Confirm the acceptable record**
   We explain the submission checklist and whether an original certified record or properly completed notarial certificate is needed.

3. **Approve the scope and charges**
   Handling, agency charges, shipping and any additional coordination are itemized.

4. **Deliver through the agreed channel**
   Do not mail originals or upload sensitive scans until you receive handling instructions.

5. **Submit, track and return**
   The authority reviews and issues the certificate. We coordinate agreed tracking, correction requests and return delivery.

Is an apostille the same as notarization?

No. Apostille certification concerns a public document’s origin; it does not approve its contents.

Can BMS issue an apostille or guarantee acceptance?

No. Certification and acceptance decisions belong to the relevant authority and receiving party.

Can you process a document from another state?

We review the appropriate route and quote separately. A Florida route does not apply to every state or federal record.

CHAPTER 03

03 Tax preparation

Personal, self-employed and business returns, with in-office and virtual appointments subject to preparer and return eligibility.



ORGANIZED RECORDS. A CLEAR ENGAGEMENT.

We coordinate intake and appointments, then confirm the assigned tax professional, return scope, records and fee before preparation begins.

Scan to request service

A return matched to your circumstances

Service	Fee and scope
Personal income tax preparation	From $500.
Self-employed / sole proprietor preparation	From $750.
Business entity return	From $1,500; entity tax classification and required return confirmed.
Other requests	Prior-year, amended, multi-state and complex matters reviewed and quoted separately.

These are the agreed starting fees for this guide, not flat prices for every return. Forms, tax year, complexity and record readiness determine the written quote. Preparation does not automatically include bookkeeping cleanup, payroll, audit representation, appeals or legal advice. Taxes owed, interest, penalties and outside charges are separate.

Your document checklist

- Prior-year return, if available.
- W-2s, 1099s and other applicable income statements.
- Relevant deductions, credits and dependent information.
- Business income, expenses, assets and tax classification records.
- Tax notices and estimated-payment information, if applicable.

Planning estimates after complete records: A straightforward personal return may require 5-10 business days; self-employed or entity work may require 10-20 business days or longer. These are planning allowances, not current capacity commitments. Your preparer confirms timing. Filing acceptance and refund timing are separate government processes.

Prepare. Review. Authorize.

1. **Request the right appointment**
   Choose personal or business, tax year, office or virtual, and preferred timing. Keep financial details out of the general form.

2. **Confirm professional and scope**
   Ask for your preparer's name, qualifications, relevant experience and written quote. Additional returns or specialist work require acceptance.

3. **Share records appropriately**
   Your preparer confirms identification and the document-exchange method. Missing records may stop the timeline.

4. **Review and authorize**
   Review the completed return and questions before authorizing filing. Your preparer confirms filing method, next steps and retention instructions.

Can I send my tax return through the booking form?

No. General forms are for appointment details. Do not submit SSNs, tax IDs, bank details, tax records or identity documents through them or ordinary email.

Does a PTIN mean the preparer is IRS-certified?

No. A paid federal preparer needs a current PTIN; it is not IRS certification. Verify any CPA, enrolled-agent or other specific credential separately.

Can you guarantee a refund or a filing date?

No. The return, authorizations and filing window must be ready; the taxing authority controls acceptance, review and refund outcomes.

CHAPTER 04

04 Sales & Business Consulting

A flagship BMS service for owners who want a practical plan, stronger sales systems and coordinated implementation.



STRATEGY THROUGH EXECUTION

Business setup, launch and expansion; offer development; sales processes; CRM implementation; team training and ongoing sales support.

Scan to request service

CONSULTING | LAUNCH PACKAGES

From business idea to opening readiness

Service	Fee and scope
Business Foundations	$2,500-$5,000; up to 20 consulting/coordination hours. Formation coordination, authorized EIN support, requirements checklist, offers/pricing and launch roadmap.
Business Setup & Launch	$10,000-$25,000+; typically 60-125 scoped hours. Registration coordination, operating requirements, agency tracking, website/services, hiring workflow and opening preparation.
Complex Launch & Expansion	Custom, $25,000+. Multi-location or more involved operations, specialist coordination, implementation and executive reporting.

Government filings and approvals, rent, deposits, construction, equipment, advertising, software, domains/hosting and third-party professionals are separate unless expressly included. BMS coordinates administrative work; clients obtain legal, tax and licensed technical advice from the appropriate professionals.

Planning windows

- Foundations: allow 2-4 weeks for the defined advisory work.
- Full launch: allow 6-12 weeks or more for the consulting scope; an opening date depends on outside approvals, vendors and client decisions.
- Expansion: milestone schedule after discovery and scope approval.

These are planning estimates, not opening-date guarantees. Your proposal states deliverables, included hours, responsibilities, milestones and exclusions.

CONSULTING | SALES ENGAGEMENTS

Build a sales process your team can use

Service	Fee and scope
Sales Strategy Intensive	$2,500; up to 12 hours over 2-3 weeks. Positioning, lead-source/pipeline audit, follow-up cadence and a 90-day action plan.
Sales System Implementation	$5,000-$10,000; typically 25-50 hours over 4-8 weeks. CRM, lead handling, scripts, discovery, objections, proposals, reporting and rollout.
Team Sales Training	From $1,500 for one half-day workshop, up to eight participants. Full-day or multi-session programs quoted separately.
Fractional Sales Support	$2,500/month for up to 10 hours; expanded support $4,500/month for up to 20 hours. Pipeline review, coaching, conversion analysis and implementation follow-through.

What useful progress looks like

- A defined offer and target client, with clear next steps.
- A documented pipeline and consistent lead ownership.
- Practical follow-up scripts, discovery questions and proposal standards.
- A shared review of activity, conversion and unresolved blockers.

Advertising spend, lead lists, software subscriptions, travel and extra hours are separate. Scope and measures are agreed before work begins. Revenue, hiring outcomes and close rates are not guaranteed.

CONSULTING | FOCUSED SERVICES

Start with one priority

Service	Fee and scope
Executive strategy session	90 minutes: $350.
Business & sales consulting	$175/hour; one-hour minimum.
Implementation / administrative coordination	$125/hour; two-hour minimum.
Prepaid consulting block	10 hours: $1,500; use within 90 days.
Formation filing coordination	From $450 for one entity; clerical coordination.
Authorized EIN application assistance	$150 for one application. The IRS issues EINs free; this is optional assistance.
Website setup	From $2,500; up to five core pages, scoped build.
Service menu, descriptions & pricing	From $750; up to ten services or products.
Hiring workflow setup	From $1,250 for one role: brief, screening process and onboarding.
Grand-opening coordination	From $1,500 for one event and an agreed planning scope.

Timing: The strategy session lasts 90 minutes. For small deliverables, allow roughly 1-3 weeks after the brief, assets and approvals are complete; websites and implementation may take 2-6 weeks or more. Formation and EIN agency timing is separate. Each proposal confirms the actual work window and revision scope.

CONSULTING | PROCESS AND Q&A

An engagement with clear milestones

1. **Discovery and priorities**
   Tell us the business stage, challenge, goal, timeline and decision makers.

2. **Written proposal**
   Agree on deliverables, included hours, responsibilities, success measures, exclusions and milestone payments.

3. **Gather and map**
   Provide approved business information, existing workflows, service details and authorized system access where needed.

4. **Implement and review**
   Complete the agreed roadmap, systems or training. Review progress and approve any scope changes before extra work.

5. **Handoff or continue**
   Receive the defined materials and next actions. Ongoing support requires its own monthly agreement.

Must I purchase a full launch package?

No. A strategy session, focused hourly scope or sales engagement may be the right starting point.

Will BMS select my tax structure or guarantee a license?

No. Structure and tax treatment should be decided with your attorney or tax professional. Agencies determine approvals.

Can you guarantee sales growth?

No. We define a process and review measures; results depend on your offer, execution, market and other factors.

CHAPTER 05

05 Marriage & Wedding Services

Intimate office ceremonies, Florida destinations, personalized vows and practical help before and after the celebration.



YOUR WORDS. YOUR TRADITIONS. YOUR DAY.

We confirm an appropriately authorized officiant, ceremony scope, location, availability and written fee breakdown. Beach décor shown is inspirational and not included.

Scan to request service

A ceremony, with clear choices

Service	Fee and scope
Office ceremony	$30 ceremony fee with a valid, effective Florida marriage license. No optional assistance is required.
Marriage-license application assistance	$225 optional administrative help and clerk appointment coordination; clerk charges are separate.
License help + office ceremony	$255: $225 optional assistance + $30 ceremony. Marriage-license charges remain separate.
Local mobile ceremony	From $205: $30 ceremony + accepted local travel from $175. Other destinations quoted by route.
Personalized / destination ceremony	Custom quote. Optional script, rehearsal, planning and travel are itemized.
Certified marriage-record coordination	$150 optional coordination after recording. Government records, postage, pickup and delivery are separate.
Vow renewal / virtual planning / course guidance	Custom scope and quote. Vow renewals are symbolic; virtual guidance is not a remote solemnization service.

Your issuing clerk provides the marriage license. BMS is a private service company. The ceremony fee, optional administrative assistance, travel, venue costs and government fees are distinct.

Planning estimates: Simple ceremony: allow 15-30 minutes at the appointment. Planning conversation: allow 20-45 minutes. Administrative preparation: allow 1-3 business days after complete instructions; license issuance, waiting periods and certified-record availability follow the clerk’s schedule. Destination ceremonies need a date-specific plan.

From your date to your recorded license

1 **Share the celebration**
Provide the date, Florida county/venue, ceremony style, total party size and license status.

2 **Confirm license and officiant**
Check the effective and expiration dates with the clerk. We confirm an authorized officiant and the agreed ceremony.

3 **Approve the quote and arrangements**
Confirm the date, travel, optional planning, access, weather/venue arrangements and payment terms. A request is not a booking.

4 **Celebrate in person**
Bring the valid, effective license and required identification. The officiant performs and documents the agreed ceremony.

5 **Complete the record steps**
The completed license is returned to the issuing clerk within the required period. The clerk records the marriage; certified-copy requests are separate.

Before the day

- Confirm any venue permission, reservation, weather backup and accessibility.
- Share special wording, vows and any rehearsal request in advance.
- Include the couple, officiant, photographer and guests in the office party count; room capacity is confirmed separately.
- Do not upload IDs or signed licenses to the general planning form.

WEDDINGS | QUESTIONS AND PARTNERS

Practical answers for your celebration

Do we need a Florida marriage license?

For a legal marriage ceremony in Florida, obtain a valid Florida marriage license. Check its exact effective and expiration dates with the issuing clerk.

Is there a waiting period?

A three-day waiting period generally applies if either applicant is a Florida resident, unless an accepted course or other exception applies. Nonresidents are generally exempt. The clerk confirms your dates.

Can we marry online through BMS?

BMS provides virtual planning and guidance. It does not offer remote solemnization through remote online notarization. Ask the clerk about any county-specific virtual program.

Do you provide a qualifying premarital course?

This menu offers course-provider guidance. Obtain a qualifying certificate from a provider accepted by your issuing clerk.

Are photography, flowers or beach setup included?

No. These require separately confirmed providers and costs. Tell us what you need; any coordination scope is agreed in writing.

Wedding professionals: Photographers, planners, florists, venues, beauty teams, musicians, caterers and other event businesses may apply for consideration. Applications do not guarantee acceptance, referrals or bookings. See the wedding provider application on our website.

CHAPTER 06

06 Preferred Vendor Network

A coordinated starting point for maintenance, routine upkeep and facility-service requests across Florida.



FOR BUSINESSES, FACILITIES AND PROPERTY TEAMS

Cleaning, HVAC, plumbing, electrical, landscaping and related trades are reviewed by scope, geography, availability and applicable credentials.

Scan to request service

VENDOR NETWORK | SCOPE

One request. Defined responsibilities.

What BMS coordinates

- Review the request, location, urgency, access and site restrictions.
- Identify a suitable independent provider by trade and service area.
- Coordinate availability, quote clarification, scheduling and approved follow-up.
- Maintain the agreed request details and help organize completion information.

What the independent provider performs

- Trade-specific assessment, diagnosis and proposed work.
- Labor, equipment and materials within its accepted scope.
- Required trade licenses, permits, safety methods and insurance.
- Workmanship, agreed warranties and its completion documentation.

Boundaries: BMS coordination is not a substitute for a licensed contractor, engineer, property manager or emergency responder. We do not automatically include ongoing management, legal advice, design, permits, specialty testing or unlimited site visits.

Suitable for a single office, store, shopping center or multi-site team. Portfolio requests should identify each location, authorizing contact, access requirements and approval limit. Recurring schedules require a separate written arrangement.

A work request with a visible next step

1 **Intake**
Identify the exact site, trade, symptoms, photos if appropriate, urgency, preferred window, access contact and known hazards. Do not share alarm codes in a general inquiry.

2 **Triage and scope**
Confirm what is requested, what is excluded, who can approve costs and whether a site assessment is needed.

3 **Match and acceptance**
Offer the opportunity to a selected provider. Confirm coverage, availability and applicable credentials; a match is not a guaranteed appointment.

4 **Quote and authorization**
Agree on BMS coordination, provider labor/materials, trip or diagnostic charges, permits and payment recipients. Obtain client approval before dispatch or paid assessment.

5 **Scheduling and execution**
Confirm date, access and responsibilities. Additional findings require a change quote and authorization before extra work.

6 **Completion and follow-up**
Receive agreed photos, notes, invoice or sign-off. Address punch-list items within the relevant provider’s terms and close the request.

Know the cost before work begins

Service	Fee and scope
BMS coordination	Typically $65-$99 per agreed job, depending on scope. Confirm in the written quote before acceptance.
Independent provider work	Separate quote for labor, materials, equipment, trip/diagnostic charges and any minimum service call.
Recurring / multi-site / unusual requests	Custom agreement; define volume, frequency, service window, approval limits and coordination scope.
Changes and additional visits	Require scope review and approval. No automatic permission for unlimited work or repeated dispatch.

Payment clarity: The written arrangement identifies who invoices, who receives each payment and when payment is due. Where advance payment applies, use the issued invoice or payment request. Do not assume automated vendor split payouts, credit terms or payment protection unless expressly confirmed.

Planning windows

- Routine request review and matching: allow 1-3 business days as a planning window, subject to trade and location.
- Provider visit and completion: scheduled after provider acceptance; parts, permits and site conditions may extend timing.
- Vendor application review: allow 5-10 business days after a complete application and requested credentials.
- Urgent or after-hours requests: availability and surcharges require confirmation; this is not an emergency-response guarantee.

A professional network starts with fit

Vendor onboarding: application → service area and trade review → applicable license/insurance checks → rate and availability discussion → written partnership terms → job-by-job acceptance → completion and invoice review. Provide only non-sensitive business details initially; tax or payment onboarding follows appropriate instructions.

Who decides the repair method and performs the work?

The independent provider handles its trade work and recommendations. The client approves the scope and costs; BMS coordinates the agreed process.

Is every request accepted or immediately filled?

No. Coverage, credentials, schedule and scope must fit. We confirm before representing that a provider or appointment is secured.

Can a provider exceed my approval limit?

Not without the required authorization. Put limits and the authorized decision maker into the work request; approve additional work in writing.

Does joining guarantee paid leads?

No. Participation, opportunities and commercial terms must be agreed separately. A provider accepts the specific assignment before committing to it.

What about warranties or a callback?

The provider’s written terms govern its work. Define workmanship, materials, callback handling and any coordination role before approving the job.

CHAPTER 07

07 Document & office services

Additional document preparation, printing, copying and fax support through Quick Notary Public, coordinated with BMS.



A DISTINCT SERVICE BRAND. A CLEAR REQUEST.

Quick Notary Public also offers notary/signing, apostille and wedding services on its own website. Provider and billing entity are confirmed in your quote. Contact: schedule.quicknotary@gmail.com or 941-404-5379.

Scan to request service

Paperwork support, made simple

Service	Fee and scope
Administrative document preparation	Custom quote. Typing/transcription of client-supplied content; no legal advice or selection of legal forms.
Printing	Published BMS document-service rate: $0.25 per black-and-white page or $1 per color page. QNP confirms the applicable quote and job specifications.
Copying and fax transmission	Custom quote before production or transmission; quantity, page size, destination and handling confirmed.
Scanback / return coordination	BMS document-packet support from $10, when part of the agreed assignment; courier and postage additional.

Process: describe the job → confirm content, specifications and fee → receive document-handling instructions → approve the proof or transmission details → complete production and pickup/return. Check spelling, recipient, page count and fax number before approval.

Planning estimates: Small print/copy/fax jobs may take 15-60 minutes at a confirmed office arrangement; allow 1-3 business days for straightforward typing or formatting. Volume, proof corrections, equipment and staffing can extend the window. Same-day availability is not promised.

Can you choose the right legal form for me?

No. Obtain legal form/content advice from an attorney. Administrative support follows your supplied instructions.

Should I email confidential records before asking?

No. First describe the service without document contents. Confirm handling instructions before sending sensitive records.

CHAPTER 08

08 Office & creative space

A private Bonita Springs setting for meetings, small trainings, signings, intimate ceremonies and photography sessions.



MEET. TEACH. SIGN. CELEBRATE. CREATE.

Up to six people total. Available seven days, 6 AM-6 PM Eastern, by confirmed reservation. One shared BMS calendar serves requests from BMS and Quick Notary Public.

Scan to request service

Your space. Your session. A clear quote.

Service	Fee and scope
Hourly room rental	$45 per hour; two-hour minimum ($90). Choose an approved time between 6 AM and 6 PM Eastern.
Full-day room rental	$165 for the confirmed day, 6 AM-6 PM Eastern.
Included room amenities	Exclusive room use for your reserved time, guest Wi-Fi, presentation TV and whiteboard.
Optional office and hospitality support	Coffee, breakfast catering, printing and scanning by advance request and separate quote.
Professional and creative services	Notary, witnesses, officiant, photography, décor and related services are separate. Photography gear, lights, backdrops and soundproofing are not included.

Room-only example: A two-hour reservation is $90. A six-hour hourly reservation would be $270, so ask about the $165 day option. Applicable taxes and agreed extras are itemized. A ceremony or signing service does not automatically include a separate room rental; request one combined, itemized quote.

Who can use the space?

- Professionals: client consultations, interviews and presentations.
- Teams and instructors: small trainings, coaching and planning.
- Signing parties: coordinated document or celebratory signing sessions.
- Couples: intimate indoor ceremonies within the total-person limit.
- Creators: headshots, product photos, interviews and content sessions after setup review.

SPACE RENTAL | RESERVATION PROCESS

From your idea to a confirmed room.

1 **Describe the session**
Share the date, start time, duration, purpose, total attendees and company, if relevant. Include the instructor, photographer, officiant and other professionals in your headcount.

2 **Review the room and equipment needs**
Confirm the current layout, access needs, TV connection, photography equipment and any proposed setup. The room is limited to six people total.

3 **Check the shared calendar**
The booking form checks existing reservations and holds. A currently open time is not a confirmed booking; BMS reviews suitability and access.

4 **Approve the itemized quote and terms**
Confirm room charges, any optional services, payment or deposit requirements, and written cancellation, rescheduling and refund terms before paying.

5 **Receive confirmation and prepare**
BMS confirms the reservation after required review and payment verification. Follow your arrival instructions. Setup and pack-down must fit within the reserved period.

Planning window: Allow approximately 1-2 business days for a routine request review after complete details. This is an estimate, not a guaranteed response or booking. Request weekends, ceremonies, catering or special layouts earlier. Same-day use depends on confirmed availability.

Location: Oak Creek Crossing, 11100 Bonita Beach Road, Unit 108-B-1 & 2, Bonita Springs, FL 34135.
Room hours: 7 days, 6 AM-6 PM Eastern, by confirmed reservation. Regular office-service hours are separate.

SPACE RENTAL | Q&A

A little planning. A smooth session.

Can I hold a small wedding here?

Yes, request an intimate indoor ceremony. The couple, officiant, guests and vendors must all fit within six people total. Room rental, officiant, license assistance, décor and photography are distinct items.

Is this an equipped photography studio?

It is a multipurpose office setting for approved photography and content sessions. Confirm your gear, room layout and suitability. Cameras, lighting, backdrops, a photographer and soundproofing are not included.

Is a notary included when I rent the room?

No. Request notarial acts, witnesses or signing support separately. We confirm the professional service scope and fee; booking room time alone does not schedule a notary.

Can I bring food or rearrange furniture?

Ask first. Catering, refreshments, equipment and changes to the layout require review. Setup, clean-up and removal of your equipment must fit inside the reserved time.

Can I receive mail or use the business address?

No. Rental is for short-term room use. No lease, overnight access, mail handling, registered office or business-address use is included.

Explore the space and request your date
bonitamultiservices.com/meeting-room.html
941-404-5379 • admin@bonitamultiservices.com

QUICK REFERENCE

Starting fees at a glance

Service	Fee and scope
Office / mobile / online notary	$10 per ordinary act / $65 travel + acts / $25 per online act.
Signing assignments	Loan support from $150; estate coordination from $100; extras itemized.
Florida apostille handling	$150 first document; $50 additional on the same route; government and shipping separate.
Tax preparation	Personal from $500; self-employed from $750; entity returns from $1,500.
Sales strategy / implementation	$2,500 strategy intensive; $5,000-$10,000 implementation.
Business launch	Foundations $2,500-$5,000; full launch $10,000-$25,000+; expansion custom.
Consulting session / hourly	$350 for 90 minutes; consulting $175/hour; implementation $125/hour, minimums apply.
Wedding ceremony / assistance	$30 office ceremony; optional license help $225; local mobile from $205; record coordination $150.
Vendor coordination	Typically $65-$99 per agreed job; independent provider fees separate.
QNP document / office support	Preparation, copying and fax by quote; printing and packet options as agreed.
Office & creative space	$45/hour, two-hour minimum ($90); $165/day, 6 AM-6 PM. Six people total; extras separate.

Published starting fees are not all-inclusive package totals. Confirm current rates, eligibility, professional assignment, outside charges and timing in writing. Service terms and agreed scope control. This edition reflects BMS decisions and service menus as of November 21, 2026.

BOOKING DESK

Scan. Choose. Connect.

These codes open the relevant service request or appointment page. A request is not a confirmed booking. Online readers can click the codes.



Notary appointments



Apostille support



Tax appointments



Business consulting



Marriage & weddings



Request a vendor



Office & creative space



QNP document support



Contact BMS

Apply as a vendor: bonitamultiservices.com/provider-network.html#apply
General requests: bonitamultiservices.com/book.html
Contact: 941-404-5379 • admin@bonitamultiservices.com

LET'S GET STARTED

The right service.
A clear next step.

11100 Bonita Beach Road
Unit 108-B-1 & 2
Bonita Springs, FL 34135

941-404-5379
admin@bonitamultiservices.com
bonitamultiservices.com

REQUEST A SERVICE

Office services by confirmed appointment. Regular office hours: Monday-Friday, 10 AM-4 PM. Mobile, online, weekend and specialist availability is confirmed by service.

Bonita Multi-Services LLC is a private company, not a government agency or law firm. We do not provide legal advice or promise a particular individual provider. Government approval, certification, filing acceptance and refund outcomes are determined by the relevant authority.