Klarstig

Coworking Space - Small Service Trial Feedback

FICTIONAL EXAMPLE FOR ILLUSTRATION. NAMES, ADDRESSES AND NUMBERS ARE INVENTED.

Collect specific observations about a small service trial before deciding its next iteration. Setting: Coworking Space.

Contact and reference

Name or team reference
Alex Rivera

Reply email, if needed
alex.rivera@example.com

Date of record *
November 14, 2026

Small Service Trial Feedback

Trial session or version experienced *
$250.00

Task attempted and what worked well *
The hands-on workshop and the printed checklist we could take home.

Point of difficulty and how it affected completion *
Check-in was quick and the staff were friendly. Clearer signs to the parking area would help.

Most useful change for the next trial
Check-in was quick and the staff were friendly. Clearer signs to the parking area would help.

Coworking Space

Desk zone, meeting room or member event *
Main hall, Room 2

Shared device, room kit or desk resource involved *
Main hall, Room 2

Booking overlap, quiet-zone or visitor reception needs
(Free-text answer - not filled in for this example)

Ownership and follow-up

Team or role responsible for the next action
Program coordinator

Target follow-up date

November 14, 2026

Current state of this record *

Open for review

Next action and completion evidence

Replaced the faulty door latch on 14 November; next review of the entrance checklist is due 1 December.

Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

Want help tailoring this form? Free, Starter and Pro include five personal setup sessions, up to 30 minutes each, per new organization.

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