



lost office
COLLABORATIVE



SPACE FOR TEAMS TO FLOURISH



WELCOME TO LOST OFFICE

No more scouting for the perfect place, or hoping for a more inspiring experience.
No more disappointment with workshop tools or collaborative technology.
No more wishing your coaches or workplace consultants would actually get what you do.



Lost Office blends three traditionally separate offerings—meaningful team experiences, empowering workshop tools and content, and wellness-centered premium space—to help people come together, create, and grow.

We're everything teams need for collaboration, but have always struggled to find.

A group of people are walking away from the camera on a lush green lawn. In the foreground, a person with long dark hair is seen from behind, wearing a dark green backpack. To their left, another person is holding a large, bright orange umbrella. The background is filled with tall green trees and a bright blue sky with scattered white clouds. The overall atmosphere is bright and positive.

MEANINGFUL EXPERIENCES

EXPERIENCES & PROGRAMS

Curated by expert facilitators with more than 20 years of culture-building and team experience design.

- Create shared purpose, alignment, and cohesion
- Master team-dynamics and collaborative skills
- Strengthen empathy, creativity, and openness



WORK SESSION DESIGN & FACILITATION SUPPORT

● *Experts to amplify, design, or lead your team gatherings.*

With backgrounds in innovation, creative thinking, growth strategy, and experiential design, our team can help you build more engaging and strategic workshops, adopt stronger collaborative tools, and even facilitate your team’s time together.

THE TENETS OF OUR DESIGN STRATEGY

CREATE
RHYTHMS

ENABLE
INCLUSIVITY

INSTIGATE
CREATIVITY

LOST OFFICE WORKSHOPS

Strengthen team capabilities while doing real work in an environment designed to enable conversations, exploration, and experimentation.

WorkLab

Develop new collaboration skills or hone existing ones.

A dynamic 1-day experience that drills down into a specific topic like hybrid work best practices, building a meaningful office culture, or the essential tools of collaboration. Participants walk away with actionable strategies to immediately apply within their teams.

TeamLab

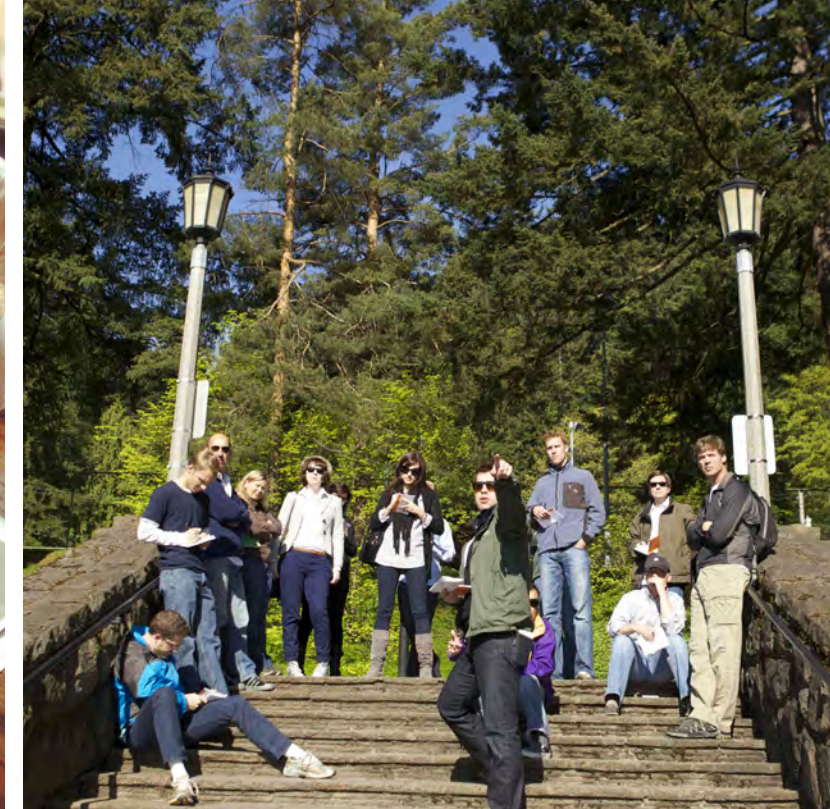
Assess, discuss, and evolve how your team gets work done.

These multi-day intensives dive deep into all facets of your team, beginning with an audit of where you are currently and envisioning what you'd like to achieve. Teams learn and practice new ways of working, and leave with a specific roadmap for implementation.

ConceptLab

Learn and practice concepting new products or businesses.

A multi-day workshop that blends learning with creating. You'll upskill your team's innovation chops using real-world challenges for your business. We'll teach the tools, frameworks, collaborative techniques, and steps of concept building, and immerse in a process to create one from scratch.



LOST OFFICE EXPERIENCES

Team offsites that create the space needed to strengthen chemistry, kindle conversations, spark creativity, and improve overall health.

These are just a few of our offerings — contact us to discuss custom experiences for your unique needs.

Root Cause Farming

A day of bonding where farming and fine dining meet food for thought.

Work the soil with your team at a working farm. You'll learn how to apply regenerative agriculture techniques to your team, then finish the day with inspiring conversation over a beautiful wood-fired dinner.

Mind, Body, Creative

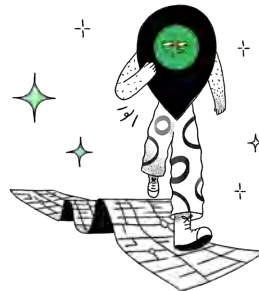
A sensory exploration to re-energize creativity.

A half-day exploration into the science of sensory influences on your creativity and focus. Through activities that explore movement, sound, scent, and space, participants will learn how to re-energize the way they work.

Team Song Writing with GNP

Collectively create music to build chemistry, empathy, and trust.

With our partners at The Giving Notes Project, you'll tell a story of someone on your team through song. Through the process, you'll use active listening, risk-taking, and trial-and-error to improve the team's emotional intelligence.



Lost & Found

A day of inspiration and ideation around business objectives.

Using experiential and design-thinking learning techniques, you create new concepts by immersing in direct, lateral, and thematic inspiration that help generate wide-ranging insights and powerful ideas.



LOST OFFICE EXPERIENCES

The Lost Island

A one-of-a-kind seasonal experience to build team purpose and collaborative capacity.

Leave the regular world behind to explore and define your team charter on Sharp's Island – a hidden gem on the James River, and the only one not connected to bridge or rail.

You'll travel by boat to the island, where the Lost Office team will lead you through a 3-hour exploration of activities scattered across the island, and designed to craft team purpose, way, behaviors, and actions.

After lunch, you'll travel back to Lost Office to debrief and refine your work into a final team charter.

1. ACCEPT THE ADVENTURE

Identify the opportunity calling your team forward.

2. BUILD SUPERPOWERS

Define existing skills you possess, and those to develop, to take on the challenge.

3. FACE TRIALS & CALL ALLIES

Explore the challenges you might face, and the allies needed for your journey to succeed.

4. SEE THE TRANSFORMATION

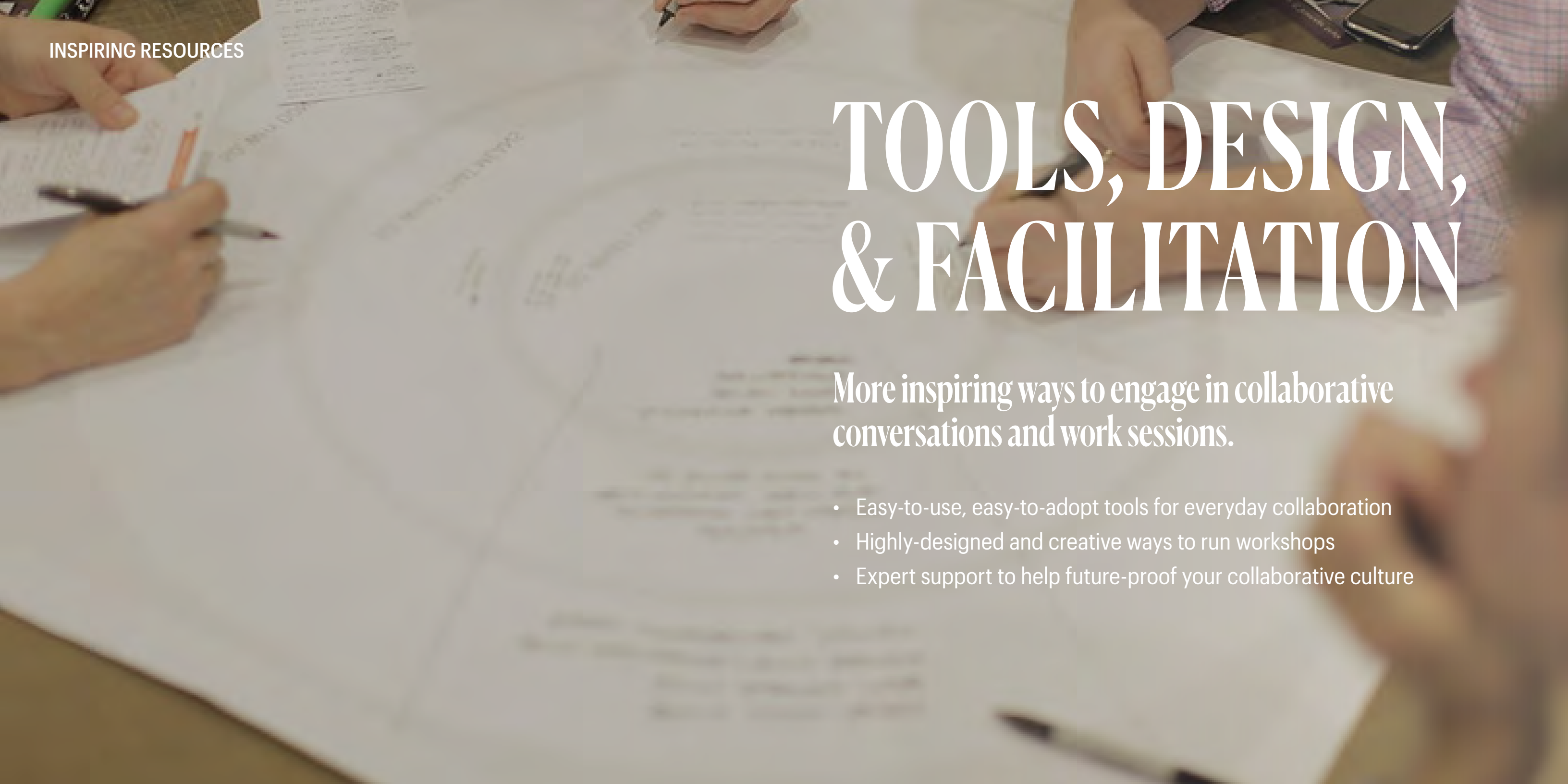
Envision the transformation and define the acts needed to succeed on the journey.

4. CRAFT YOUR TEAM PURPOSE & CHARTER

Craft an inspiring and focused purpose and way for your team.



* While Sharp's Island is safe to experience, it's not for everyone. Visiting the island requires insurance waivers, and access to restrooms are limited to a basic outhouse (or short boat ride shore-side). The island portion of this experience lasts 4 hours. Weather and river levels require planning for alternate dates or experiences. But... it's an unforgettably exclusive day!

The background of the entire page is a blurred photograph of a collaborative workspace. Several people are visible, their hands and arms as they work on large sheets of paper spread across a table. Some are holding pens, others are pointing at documents. The papers appear to contain diagrams, flowcharts, and handwritten notes. The overall atmosphere is one of active collaboration and creative problem-solving.

INSPIRING RESOURCES

TOOLS, DESIGN, & FACILITATION

More inspiring ways to engage in collaborative conversations and work sessions.

- Easy-to-use, easy-to-adopt tools for everyday collaboration
- Highly-designed and creative ways to run workshops
- Expert support to help future-proof your collaborative culture

LOST OFFICE WORKSHOP TOOLS

We use immersive, experiential learning techniques that drive deep learning and make the time spent together fun and impactful.

Below are examples of our many creative tools. We often invent custom activities for unique needs.

Coat of Arms

A shared banner to define the beliefs and actions that define team culture.

In this activity, teams collaborate to design their own Team Coat of Arms, using symbols, colors, and a motto to express their shared beliefs, guiding behaviors, and collective identity. The process sparks conversation, alignment, and creativity—culminating in a visual emblem that captures the team’s spirit.

Hero’s Journey

A classic storytelling structure to construct a team’s purpose and charter.

Using a classic storytelling framework, team’s engage in creative activities that move them through a map of their current working world to an envisioned state. Along the way they discover their required superpowers, call on allies and face down foes, shape their working norms, and craft their team purpose.

Human Library

Instead of seeking books for knowledge, we check out people.

Using exploration themes around the workshop topic, we build a Human Library for insight gathering. To catalyze novel thinking, participants engage in a series of conversations with inspiring people that help them see their customer or problem through distinctly different and even unusual lenses.

User Manuals

Move your people from surface talk to seriously better teamwork.

A beautifully simple practice that gives teams a shortcut to understanding each other. Each person creates a “user manual” on how they work best—and shares it out loud. It’s vulnerable, insightful, and builds the kind of empathy that makes collaboration easier from the start.



Currently in testing.

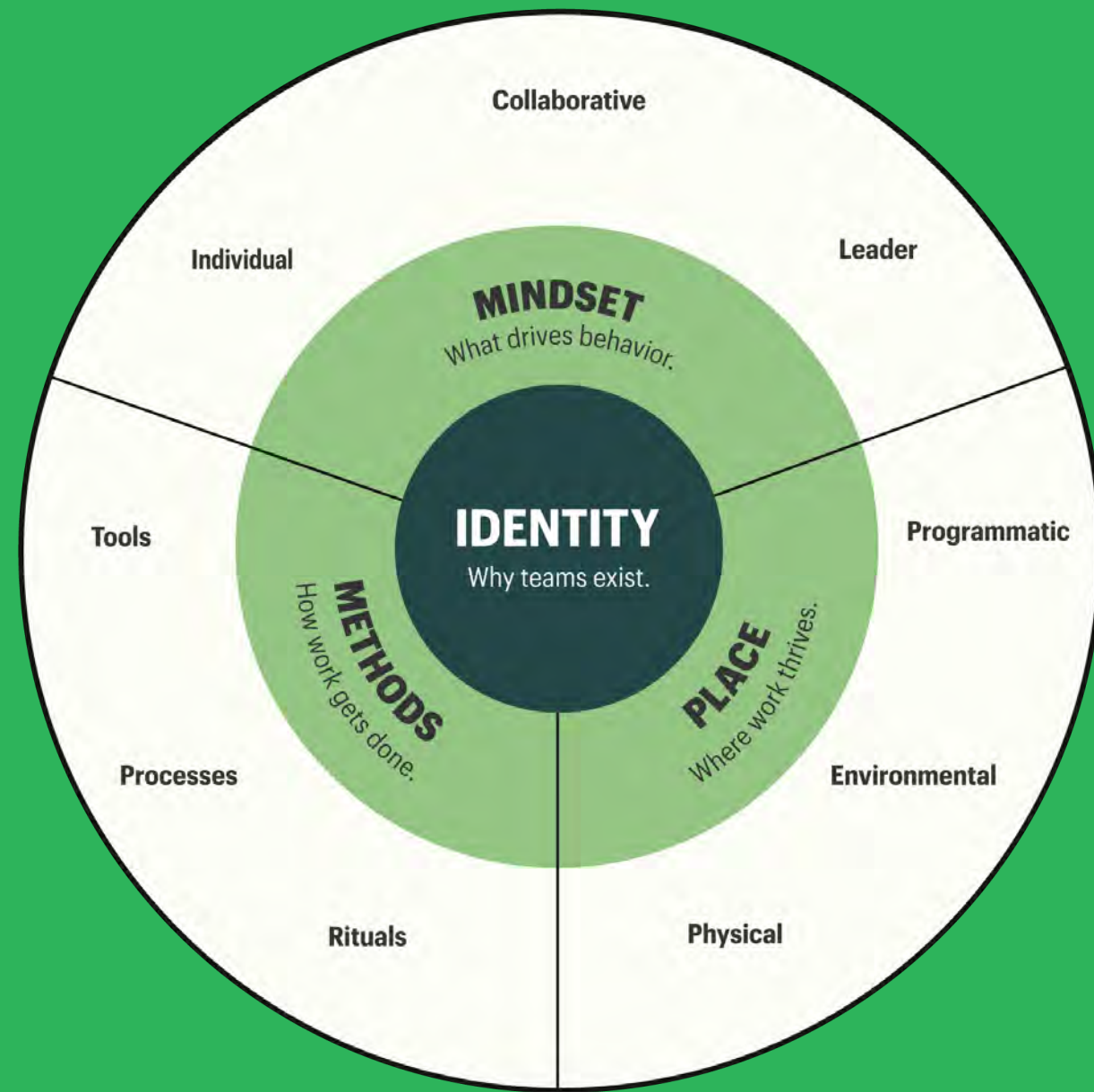


A new platform for innovating with depth and speed.

In an age where innovation teams are pressured to go faster, they need to do what's even harder: go deeper, too.

Our proprietary AI-supported business concepting platform helps teams move from vague opportunity to validated business model in a fraction of the time and cost—without strategy consultants or innovation experts. Structured templates, real-time AI guidance, and collaborative tools turn early-stage ideas into pilot-ready concepts within weeks, not months. Designed for use as a digital platform or as an immersive experience at Lost Office.





WORKPLACE EXPERIENCE CONSULTING

Build a more collaborative, creative, and productive work experience.

We helps teams and companies build thoughtfully designed, carefully cultivated work experiences that enable the right mindsets and healthy behaviors for growth, agility, and transformation.

THE ADAPTIVE CODE

Using our proprietary model founded in the psychological and physical needs of teams, we help organizations diagnose the four elements needed to strengthen chemistry, creativity, and productivity.



HEALTHY SPACE

RESERVABLE TEAM SPACES

An environment programmed for teams to collaborate and work with a high degree of focus and productivity.

- Science-based, wellness-driven environment
- State-of-the-art technology and tools
- Turn-key, amenity-rich experience



THE COFFEE BAR



THE LIBRARY



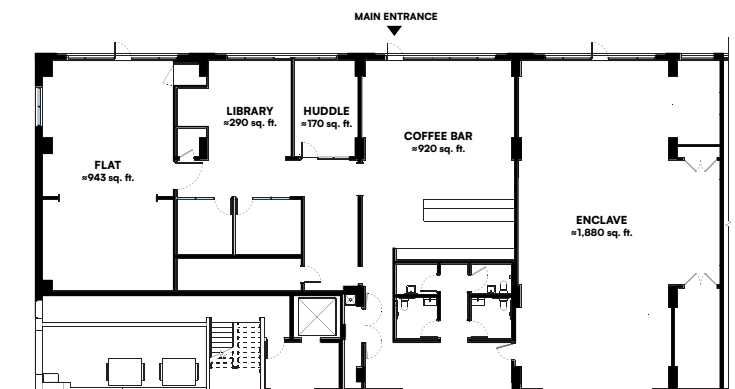
THE HUDDLE

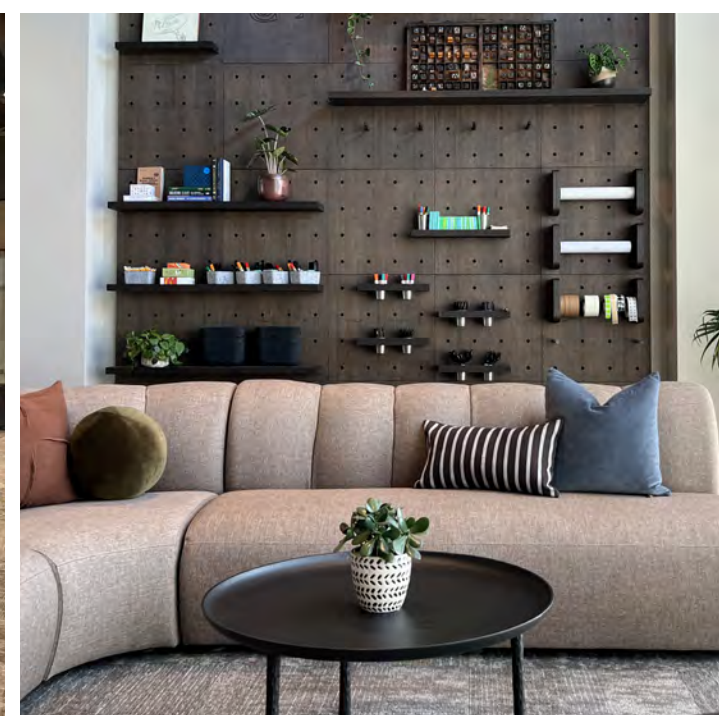
FULL-SERVICE, DEEP-WORK SPACE DESIGNED SPECIFICALLY FOR TEAMS.

Situated along the James River in Richmond, Virginia, Lost Office is a beautiful, wellness-driven space, filled with the hospitality, technology, tools, and supplies needed for more inspired and focused time together.

SERVICES & FEATURES

- Coffee Bar and Library that offer ample social and breakout spaces
- Premium coffee, snacks, and drinks
- Secure, lightning-fast Wi-Fi
- State-of-the-art, hybrid-friendly A/V
- Warm-hearted staff always ready to help
- All the post-its, chart paper, pens, and markers you could need (and then some)
- Free on-site parking

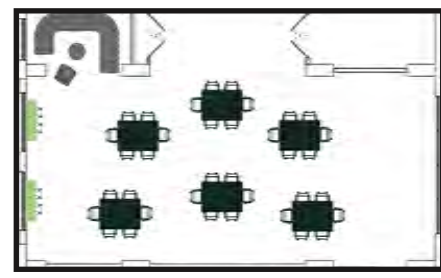




THE ENCLAVE

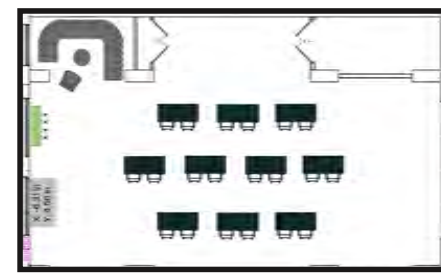
Customizable, multi-modal workspace. Up to 42 for work sessions, 100 theater style.
 1800 sq ft | 133" 4K laser-projected screen | Hi-res, presenter-tracking camera | Stocked supply wall | Power stations | Portable whiteboards

THE WORKSHOP (up to 36 ppl)



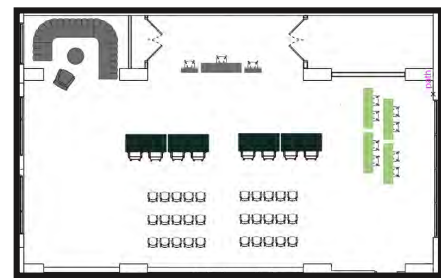
Best for interactive trainings, on-boarding sessions, and of course...workshops.

THE ACADEMY (up to 40 ppl)



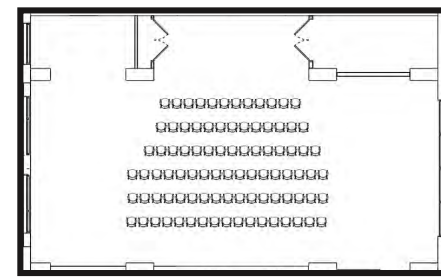
Best for lectures and classroom-style learning.

THE COURT (up to 50 ppl)



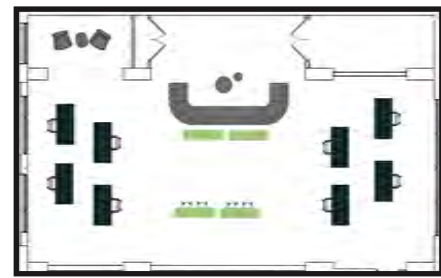
Best for rehearsing trials in a mock setting.

THE STAGE (up to 100 ppl)



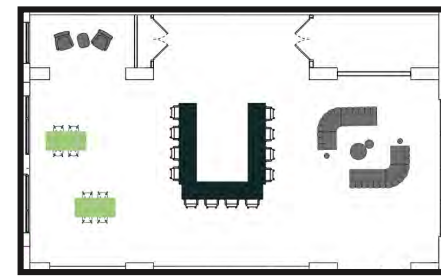
Best for formal presentations, keynotes and film premieres.

THE FLOW (up to 20 ppl)



Best for remote team meet-ups, critical project kickoffs, or short-term team space.

THE COMPASS (up to 30 ppl)



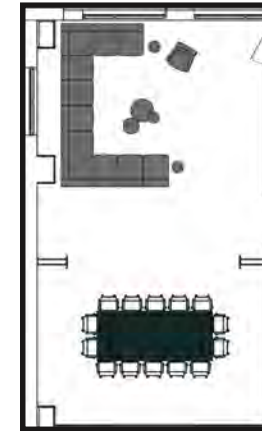
Best for strategic planning, board meetings, and dynamic presentations.



THE FLAT

A relaxed boardroom-meets-livingroom workspace. Up to 18 for work sessions, 40 presentation.
940 sq ft | State-of-the-art 105" touchscreen display | Mobile Vibe board | Streaming music sound system | Power stations | Portable whiteboards

THE BOARDROOM (up to 14 ppl)



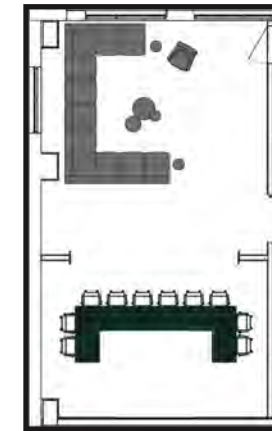
Best for strategic planning, board meetings, and dynamic presentations.

THE AUDIENCE (~24 ppl)



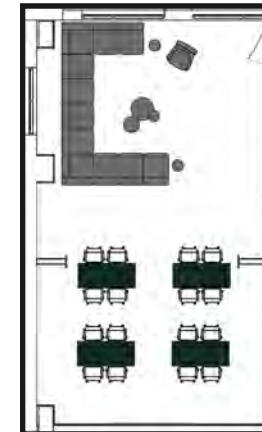
Best for intimate presentations, lectures, and viewing parties.

THE U (up to 10 ppl)



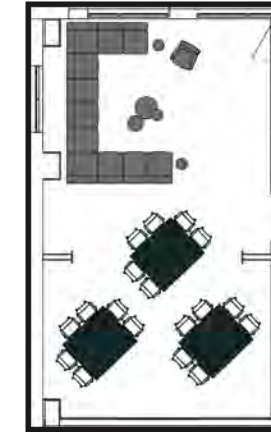
Best for remote team meet-ups, project kickoffs and check-ins.

THE CLASSROOM (up to 16 ppl)



Best for workshops and ideation sessions.

THE GATHERING (up to 18 ppl)



Best for interactive trainings and workshops.



RESERVATIONS

From “just the room” to fully facilitated workshops.



ROOM

Premium space, hospitality, and concierge

The essentials for your team include:

Complimentary Supplies

Includes pens, markers, paper, Post-its, easel pads, traditional and digital touchscreen whiteboards.

State of the Art AV Technology

Includes high-res projector, tracking cameras, mics, speakers and PA. Simple to use and issue-free for flawless presentations, workshops, and hybrid meetings.

Ample Nutritious Snacks

A selection of bites, teas, drinks, and premium coffees that are preservative and allergen free, and picked to prevent “snack crashes.”

Private & Secure Wi-Fi

Connections that we can assign private passcodes for your team to access.

Free Onsite Parking

Up to 60 vehicles in attached garage.



CURATED

Experience consultation and support

Everything in Room, plus:

Two Planning & Discovery Calls

to understand goals, hopes, and working agenda and activities.

Space Design & Set-up

Room and furnishings laid out and set up to meet your unique needs.

Agenda Design

Recommendations and support for agenda and activity improvements.

Facilitator Support

1-2 coaching calls for event facilitators to review agenda and unique tech needs.

Customized Virtual Whiteboards

Private Miro virtual whiteboard that we set up, train facilitators to use, and issue session transcription and summary.



FACILITATED

Everything from design to facilitation

Everything in Curated, plus

Experiential Workshop Design

Custom session design for your team’s unique mission. Includes development and production of materials and experiences.

Expert Event Facilitation

Led by Lost Office facilitators with decades of experience in collaboration, strategy, and innovation.

Pre-Event Consultation

Strategic consultation with Lost Office coaches to review team dynamics and event objectives.

Post-Event Debrief

Report of session activity and outputs, insights, and recommendations.

Event Logistics

Management of event logistics, transportation and accommodation needs.

Normal Operating Hours: 8:30am - 5pm; Earliest Set-Up Arrival: 8:00am; Latest Tear-Down Departure: 5:30pm.

Team Meal Coordination: Starting at \$125 (must be 8-business days in advance). Lodging support for team blocks of 5 or more: \$100 (must be 45-days in advance).

For inquiries, contact:

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