



Retail Building Questionnaire

Property Information

Property Name: _____

Property Address: _____

Current Owners: _____

Address: _____

Decision Maker(s): _____

Telephone: _____ Email: _____

Decision Maker(s): _____

Telephone: _____ Email: _____

Property Management: _____

Telephone: _____ Email: _____

Categories & Classifications

Property Type:

- Regional Mall
- Big Box Retailer
- Freestanding Retail Site
- Strip Mall

Tenant Mix

- Luxury
- Better
- Moderate
- Value

- Grand Luxe
- Power Center
- Urban Street Retail or Entertainment Commercial Retail
- Office and/or Industrial Conversion
- Other: _____ Date Constructed: _____

Important Questions to Ask About Retail Properties

How many stores sites are located on the property? _____

Number of anchor tenant sites: _____

Number of in-line stores: _____

Number of end caps: _____

Number of pad sites: _____

The center is currently anchored by which retailers? _____

What other retailers are currently in the center? _____

(Fill out last page and attach map of property)

Current spaces available: _____

(Attach layout and square footage for each, with map of property showing other retailers currently situated around vacant spaces.)

Opportunities for signage: _____

Traffic Counts: _____ Foot _____ Vehicle _____

Side of the Street: AM PM

Demographics: (Attach report.)

Current Zoning: _____

Are there any tenants prohibited due to non-compete clauses in current leases? _____

How much power can be delivered to each store? _____

What communications services are available on the property?

Telephone Satellite High-Speed Internet - Specify: _____

Cable Other - Specify: _____

Are all these services available in each space? _____

If multi-story, how many passenger elevators and/or escalators are there? _____

How many freight elevators are there? _____

When was the last time the elevators and/or escalators were upgraded? _____

What are the costs associated with maintaining the elevators and/or escalators? _____

How much have the CAM's (Common Area Maintenance Charges) typically been? _____

Are there additional advertising fees assessed to tenants? _____, If so, how much? _____

Do you require percentage leases? _____, If so, what are the percentages? _____

What is the parking ratio of the property? _____

Tenant Improvements Status:

Demised and Stubbed

Plain Vanilla Shell

Other. Specify: _____

Are you fully compliant with the latest fire and Americans with Disabilities Act codes? _____

What kind of sprinklers and other emergency apparatus that are present? _____

When was the last time a building permit was pulled for each space? _____
_____. If a permit is pulled, what code compliance issues might we encounter? _____

Is there anything else you think I should know about the building that would impact my ability to represent you or my client effectively?
