

Needs Analysis

Complete this exercise to determine your priorities and how you envision your future space.

- Desired Move-In Date: _____
- Business Type/Use: _____
- Desired Transaction Type: Lease Renewal New Lease Purchase Undecided
 - What is the reasoning?: _____
- Desired Building Type: Office Building Medical Office Retail Industrial Flex
- Desired Building Structure: Single Tenant Multi Tenant
 - What is the reasoning?: _____
- Desired City/Neighborhood/Area: _____
 - What is the reasoning?: _____
- Desired Lease Length (if applicable): _____
- Projected Employee/Visitor Growth (Think 1 year, 5 years, 10 years): _____
- Must-Have Property Features: _____ Level of
 (Note any requirements and the level of importance to your business) Importance
 - Parking: _____ _____
 - Signage: _____ _____
 - Ability to Expand: _____ _____
 - Near Competitors: _____ _____
 - Other: _____ _____
 - Other: _____ _____
- Describe Perfect Layout: _____
- General Space Vision Notes: _____