

LEASING AT CENTRAL CITY

Thank you for your interest in Central City!

Central City is Surrey's brightest landmark, the largest office complex in British Columbia and home to one of Canada's most respected universities. It is an award winning world class development located at the centre of the fastest growing city in BC.

It is a mixed use development combining 640,000 SF of superior retail, a 350,000 SF Simon Fraser University Campus at full capacity with 7,500 students and 560,000 SF of Class AAA office space containing 3,500+ office employees. The shopping centre is anchored by Best Buy, Winners, Shoppers Drug Mart, The Brick, T&T Supermarket, BC's first Bed Bath & Beyond, Club 16 Trevor Linden Fitness/She's Fit!, and Walmart. With shopping, business and education converging together, Central City provides a unique opportunity for your business.

Please complete the attached Lease Application form and return with a Business Plan, photos of product line and a copy of your Certificate of Incorporation to the following address/ email. Once your application is received, a representative of our leasing team will be in contact with you.

By mail:

Attn: Elaine Brooks
Blackwood Partners Management Corporation
2153 Central City
10153 King George Boulevard
Surrey, BC V3T 2W1

By email: ebrooks@blackwoodpartners.com

CENTRAL  CITY

LEASE APPLICATION FORM

APPLICANT:

Trade Name: _____

Legal (business) Name: _____

Contact Name(s): _____

Address: _____

City: _____ Postal Code: _____

Tel: _____ Fax: _____

Cell: _____

Email: _____

TYPE OF LEASING REQUIRED:

_____ In Line (Retail Store)

_____ Retail Merchandising Unit (Cart in common area)

_____ Office Space

TERM: Indicate desired length of Term: _____ years

COMMENCEMENT: Indicate desired opening date (mm/dd/yy) _____

SQUARE FOOTAGE:

If requesting an In Line Retail Store or Office Space, please advise how much square footage is required for your business: _____

PRODUCT DESCRIPTION/ CUSTOMER PROFILE:

Use Description (Type of Product lines/ Service): _____

Average Profit Margin or Mark-up: _____

Expected average sales per square foot (psf) or monthly Gross Revenue: _____

Target Market: _____

COMPANY OWNER INFORMATION:

Current Locations: _____

Term at Current Locations: _____

Business Experience: _____

Shopping Centre Experience: _____

COMPETITION: Who are your closest competitors?

1. _____
2. _____
3. _____

What is your competitive advantage? _____

CREDIT CHECK APPLICATION FORM: Please complete the attached Credit Application form on page 6.

BUSINESS PLAN: Please provide a full business plan including the following:

- **Company Owner Information** – Business background on individual(s) and/or company. Who will indemnify, if requested?
- **Financial Information** – How much money will be spent on leasehold improvements; how much working capital; how is business financed; what is asset value?
- **Sales Projections** – What is your estimate of annual sales for the first year? How much revenue is required to survive the first year?
- **Net Profit Projections** – Please complete the attached Net Profit Projections Form or provide your own format with similar data.
- **Business Operation** – Provide an outline of how the business venture will be organized. Is the business a franchise?
- **Product Description and Customer Profile** – type of product lines, price range, expected average customer sales, etc.
- **Marketing and Advertising Plans** - Please provide marketing plans including customer base and planned participation in the shopping centre's promotional programs.

Net Profit Projection

Dates: _____
(May be expressed as percentages or whole numbers)

Sales \$ _____
Minus Cost of Goods Sold \$ _____
= Gross Margin \$ _____
Minus Equity Rental Fees \$ _____
Minus Payroll \$ _____
Minus Advertising \$ _____
Minus Other Expenses \$ _____
Earnings Before Taxes \$ _____
NET PROFIT \$ _____

Disclaimer: All information contained in this business plan, including but not limited to sales/ financial information, is based solely on my estimate and is not based on any information, statements or representations made by Blackwood Partners Management Corporation or its officer agents or employees.

Signature

Date

CENTRAL  CITY



Requesting Company: _____
 Address: _____
 Tel.: _____ e-mail: _____

Prospective Tenant



Corporation Full Legal Name: _____

Operating Name: _____

Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Tel.: _____ Incorporated or Limited?: - select - _____ Date of Inc.: _____ Prov.: _____

Signing Authority for Lease: _____ Title: _____

Business Registration: Yes No BIN#: _____ Date: _____

Individual: _____ Do you own?: Yes No

Address: _____

City/Town: _____ Province: _____ Postal Code: _____ Tel.: _____

Date of Birth: _____ SIN (optional): _____ Drivers License #: _____

Bank: _____

Personal Account Business Account

Address: _____

Transit#: _____ Acct #: _____

Tel.: _____ Fax: _____

Account Manager: _____

Bank: _____

Personal Account Business Account

Address: _____

Transit#: _____ Acct #: _____

Tel.: _____ Fax: _____

Account Manager: _____

Landlord: _____ May we contact Landlord?: Yes No

Address: _____ Tel.: _____

Credit/Supplier: _____

Address: _____

Tel.: _____ Fax: _____

Contact: _____

Credit/Supplier: _____

Address: _____

Tel.: _____ Fax: _____

Contact: _____

Credit/Supplier: _____

Address: _____

Tel.: _____ Fax: _____

Contact: _____

Credit/Supplier: _____

Address: _____

Tel.: _____ Fax: _____

Contact: _____

I/We understand that this information and form is given to assist you in analyzing our situation and to help you ascertain the possibility of such an agreement. The undersigned hereby declares that the above statements are true in substance and in fact. In connection with my/our application for credit, I/We hereby take notice that Quality Credit Services Limited will have access to this application, which may contain personal and identifying information as defined in Canadian Privacy Legislation. Quality Credit Services Limited will be using the subject application to obtain bank reference information, including account balances and other credit information on behalf of Blackwood Partners Management Corporation and may be referring to a consumer report respecting us/me containing personal information and/or credit information. I/We hereby consent thereto and to the disclosure of such information to other credit grantors or consumer reporting agencies. And furthermore, I/We are agreeable to the Landlord obtaining subsequent credit information throughout the duration of the Lease.

Prospective Tenant #1

Signature: _____

Print Name: _____

Date: _____

Prospective Tenant #2

Signature: _____

Print Name: _____

Date: _____