



PROPOSAL AND MARKETING PLAN

DCBA Building

123 NW 1 Avenue
Miami, FL 33128

By: Aim Higher CRE Group



Profile for: Aim Higher CRE Group

In order to better understand and evaluate our ability to both structure and oversee the successful conclusion of Commercial Real Estate Projects and Investments, we would like to more fully acquaint you with our business qualifications and professional acumen.

We have a broad background in the real estate acquisitions and management area, having studied under the Bostonian Investment Group (BIG). Through income producing real estate transactions, BIG is one of the nation's leading authorities on real estate buying, financing and management, and currently owns and oversees the management of over 7,300 rentals units.

In addition, we have been affiliated with several of the top producing and well recognized Commercial Brokerages both locally and Nationwide: Westvest Associates, HC Commercial and Marcus and Millichap. Over the years we have helped several investors diversify their investments in a variety of Commercial products including Industrial, Office, Retail and Multifamily buildings. Our methods are cutting edge in property acquisition and management techniques in an extremely volatile and competitive market. Through these modern methods, we have greatly enhanced our ability to buy, sell, Lease and manage real estate of any size without the inherent pitfalls normally associated with such multiple transactions. We can say without hesitation that, armed with our training and support system, we are very confident of success in any real estate venture.

SUMMARY OF FUNCTIONAL EXPERIENCE

1. Investments in Emerging Markets at any given time, regardless of what the national economy is doing, there are markets around the United States and the world that are emerging.

Investigating an area's economic factors that affect market prices and potential resale is a significant part of this implementation process. We have learned what factors can influence property values and how these factors interrelate with the local economy as compared to national trends. We work with our investors and evaluate their properties to see if their investments are producing at their highest and greatest use considering the goals established. Once a highest and greatest use

is agreed upon our team implements specific strategies in order to reposition the investments producing the anticipated revenues and return on investments.

2. Power Team, Everyone needs a power team and we have one of the best. These people carry out the detail tasks in this highly successful business that we have built and we rely on them when we come to crossroads and need experienced people to help show the clear path that should be taken. The team carries a big load for us so we can concentrate on working on the business instead of in the business. They also insure that every transaction carries minimal risk and has multiple exit strategies, safeguarding us, our partners and investors.

3. Unique Financing Options, an integral part of the seller determination process requires a thorough understanding of methods of potential creative and seller financing. After selecting a property for purchase, a unique and highly successful process of negotiation and creative contract writing then ensues. This process is dependent upon our personal understanding of unique financing options in addition to our ability to use the various legal forms, and pre-tested contracts to ensure correct deal structure.

4. Market Analysis

The average real estate cycle lasts anywhere from 10-20 years. Each cycle is different and dependent on the economic environment in which it exists. There are four stages of the market cycle.

Seller's Market Stage One - Recovery

Seller's Market Stage Two - Expansion

Buyer's Market Stage One - Hyper Supply

Buyer's Market Stage Two - Recession

There are certain key factors in each market that are vital indicators of what the market is doing at any given time. We analyze these indicators in each market, discover the current cycle and adjust our strategies appropriately to maximize cash flow and mitigate risk.

5. Leasing and Property Management - We use top of the line and innovative Leasing Strategies to maximize total occupancy within our buildings. Our marketing system is one of the most innovative systems in the country. Not only do we use technology to find and qualify tenants, but we use all methods available to us including strong broker relationships. Our team is focused on doing whatever it takes to ensure that the vacancy rates within the buildings we

work with are minimal and we do this by bringing well qualified long term tenants to the building.

6. Property Analysis: we follow a strict **criteria** for Capitalization Rate, Cash on Cash Return and Debt Coverage Ratio based on actual and verifiable numbers. Our underwriting template tabulates information from over 40 fields and indicates when a property is safe to purchase or sell. We focus on obtaining the largest amount of appreciation in the shortest period of time. Each deal is reviewed not only by our **team**, but by a large 3rd party Investment Group to ensure accuracy.

7. The Due Diligence Process This is the **most** important part of the entire transaction. Our due diligence includes the following:

- A. Financial (including, but not limited to): Real Estate Property Taxes, Insurance, Operating Statements and Mortgage Terms and Conditions.
- B. Buyer (including, but not limited to): Utilities, service contracts, legal, specifications, surveys, leases, applications, rent roll, securities, employees, management, lenders, inventory, warranties, etc...

With time tested and current market due diligence checklists and a proven process, we work to ensure that each item accounts for its impact on the deal analysis and deal criteria. Using alternative plans, concessions, win/win strategies, seller and buyer motivation, Leasing Strategies and (if necessary) escape clauses we leverage our combined negotiation skills to maximize contractual outcomes.

8. Managing the Investment: We contract with a professional and certified management company to handle all daily operations on the property. This includes the supervision of all employees. We manage every function of the management company with a direct focus on increasing income and filling vacancies while systematically lowering expenses. Each company goes through a proven screening process that includes over 27 questions and documentation requests.

7. Increasing Property Cash Flow and Value for Maximum Dollars When is the best time to sell a commercial building? We sell when we've met or exceeded our goal, or when the market tells us to. Until then, we are constantly increasing the properties cash flow and equity. Each building we work with is not only acquired with the right market cycles and strategy in place, but with several value plays to force appreciation and generate more cash flow, keeping us, our partners and investors very happy.

SUMMARY

We strongly believe that a person can do best what they have learned to do well. We feel it is necessary for you or anyone involved with our team to understand the broad scope of knowledge of the real estate industry that we bring to a project. The involved hands-on training program that we have completed, along with our personal real estate experience strengthens our innate desire for success and has all but assured it. We are confident that every investment project we embark upon and undertake, will be successful as it can be made to be. We fully commit our time, efforts and knowledge for the profitable conclusion of any venture we may find worth working with.

TAKING INITIATIVE: For more information on any of our core competencies, experience, functional experience, team members, opportunities or general question about what we do and how we do it, please contact one of our team's primary partners at:

Amy Gamarra • Principal Broker • VP of Leasing • (305) 316-5191
amy@aimhighercre.com

Cesar Gamarra • Vice President of Sales • (305) 527-1297
cesar@aimhighercre.com

We look forward to any and all future endeavors or the opportunity to be a value add to your business.



Amy Gamarra

Principle Broker / Vice President of Leasing

- 22 Years of Experience in Real Estate
- Member of MLS / FAR / NAR / Miami Commercial
- Former Member of CREW (Commercial Real Estate Women)
- Business Administrator
- President of Toastmasters Club #971
- Specialized in Office / Industrial

Amy is known for her organizational skills and her talent for creating business systems and strategies that make sense and are successful. Her experience in Finance and Business Administration makes Commercial Real Estate the perfect fit for her because she understands what business owners / investors need and what they are looking for in a Commercial Broker and product.

She has previously held Professional Licenses in Insurance (Health, Life and Variable annuities) and in Investments (Series 6 & 63) and over the years she has attended numerous seminars that improve skills such as Sales, Leadership, Marketing, Management and Team Building techniques. In addition, she has traveled throughout the United States to study Real Estate Investments and Creative Financing.

During her time working as the Administrator of a Non-Profit Organization and Church Alpha & Omega her negotiation and acquired financial skills allowed her to help the organization get out of debt and produce a surplus that was then invested in the community through several outreach programs. She was able to accomplish this by raising donations all during a recession.

During her Commercial Real Estate Career, she has helped many Business Owners / Investors purchase, sell or lease their properties. Amy has experience with many Commercial products and has coached other brokers in working with sales and leasing in Office, Industrial, Retail, Multi-Family Buildings and Business Brokering. Some of the buildings she has worked with include: Overseas Tower in Doral, Doral 3901 Office Building, WTDC Building and Downtown Doral Office Complex among others. Her goal is to provide excellent customer service and she has the track record to prove it.



Cesar Gamarra

Vice President of Sales

- 14 Years of Experience in Real Estate
- Member of DREIA / BREIA
- Former President of BNI Coral Gables
- Specialized in Investment Sales

Cesar came to America in 1988 from Bogota, Colombia with a Business Administration degree and a Master's degree in Hotel Management.

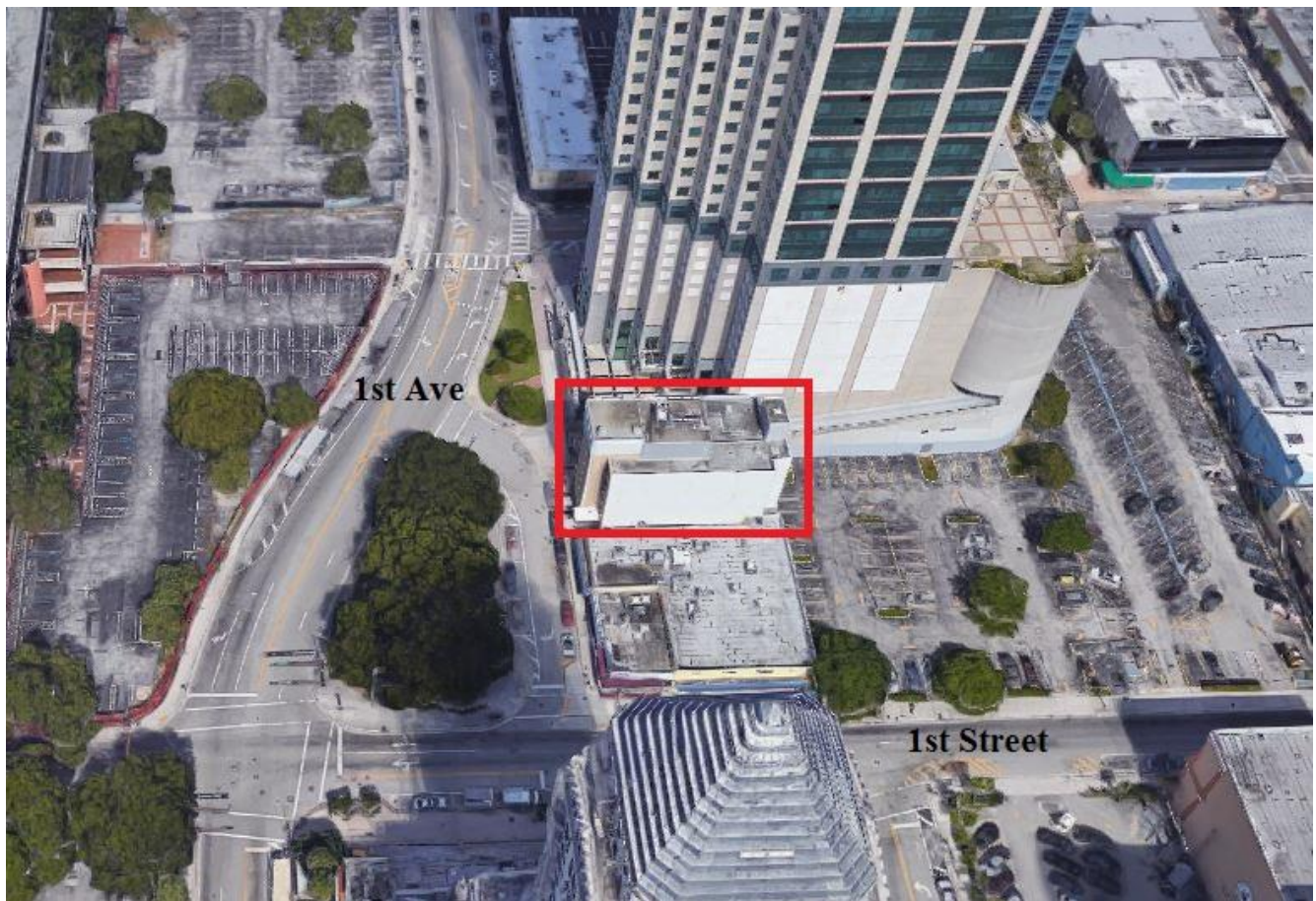
His passion for the financial field always involved him in different endeavors related to numbers. His training started within a division of CITIGROUP where for 16 years he was a Regional Vice President in a Miami Branch helping thousands of American families understand how money works. In his endeavor with the company he earned, among other forms of recognition, the prestigious Presidential Club Award for excellent performance and above average results.

After selling his practice, his entrepreneurial spirit led him to launch different companies like Miami Wealth Club and Eagle Debt Services, which were dedicated to eradicating debt. In the year 2000 he joined the company World Leadership Group, an Atlanta based organization, and lead their Miami's chapter that generated hundreds of Mortgage loans for home buyers. He then fell in love with the Real Estate Business and became an Investor himself and implemented several Real Estate programs to facilitate passive income for him and other investors. He now controls several rental units in Miami.

He started his Commercial Real Estate Career with Westvest Associates and then became an apprentice and top sales associates in Marcus & Millichap. Today he is co-founder and Vice President of Sales for Aim Higher Commercial Real Estate Group. Over the years he has helped many International and local Investors find opportunities that have earned better than average return on the investment through Commercial Real Estate.

Property Information

DCBA Building – 123 NW 1 Avenue Miami, FL



Property Facts

	Public Facts	Listing Facts	Refinements
Property Type	Office	—	—
Property Subtype	Professional Bldg (legal; insurance; real estate; business)	—	—
Number of Buildings	—	—	1
Number of Stories	5	—	—
Building Area (sq ft)	18,076	—	—
Lot Size	5,000 sq ft	—	—
Lot Dimensions	5000 SF	—	—
Year Built	1966	—	—
Cooling	Chilled water	—	—

Notes from Amy Gamama

Property is currently occupied by Legal Aid and the Dade County Bar Association. 2 floors of the building are currently vacant and used for storage. (4th + 5th)

Extended Property Facts

Interior Details

Living Area	18076 sq ft
Adjusted Area	18076 sq ft

Exterior Details

Lot Size - Square Feet	5000 sq ft
Lot Size - Acres	0.115 ac
Neighborhood Code	6901008

Other Details

Effective Year Built	1966
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Notes from Amy Gamama

Located Across the street from the Courthouse and from the BriteLine Station.

Top Three Reasons to Keep the Building

- By Keeping the Asset you benefit from the Appreciation. (Many projects around DT that will force property appreciation)
- Retain Relationship with Legal Aid and continue to receive the Rental Income that is produced.
- Save money on having to pay rent or pay Association Fees and assessments on a new location. Including money spent on holding events elsewhere.

Market and Pricing

What is the best and highest use according to your goals? Keep your building and make it work for you.

This building is currently a Class C Building and after Remodeling we believe it will be a Class B Building. Currently the average lease rate for office and retail space depending on the building is as follows:

- Office
 - Class B (After Remodeling): \$28 - 35 per SF (Full Service)
 - Class C: \$18 -24 per SF "Current Condition"
- Retail
 - Class B: Average \$35-45 NNN

CLASS A & B Asking Rent Trend



Office Q3 2019

SUBMARKET	INVENTORY (SF)	SUBLET VACANT (SF)	DIRECT VACANT (SF)	OVERALL VACANCY RATE	CURRENT QTR OVERALL NET ABSORPTION (SF)	YTD OVERALL NET ABSORPTION (SF)	YTD LEASING ACTIVITY (SF)**	UNDER CNSTR (SF)	OVERALL AVERAGE ASKING RENT (ALL CLASSES)*	OVERALL AVERAGE ASKING RENT (CLASS A)*
Brickell Avenue	6,525,719	44,881	760,112	12.3%	-76,568	-76,943	486,228	552,301	\$46.27	\$55.21
Downtown	7,242,704	13,698	1,680,285	23.4%	-6,036	-37,302	322,565	0	\$44.94	\$52.24
CBD	13,768,423	58,579	2,440,397	18.2%	-82,604	-114,245	808,793	552,301	\$45.38	\$52.94
Coral Gables	6,116,773	60,403	567,858	10.3%	-33,991	-69,943	303,794	626,567	\$40.26	\$43.04
Airport West	11,319,646	72,679	1,245,697	11.6%	-3,533	-32,261	615,029	0	\$32.68	\$34.55
Coral Way	626,935	2,165	24,704	4.3%	5,050	-6,153	23,685	0	\$32.87	\$0.00
South Dade	3,309,014	0	260,358	7.9%	3,106	53,047	115,701	0	\$34.16	\$49.54
Northeast Dade	2,453,613	10,541	169,445	7.3%	4,279	3,581	80,640	139,222	\$39.95	\$47.62
Biscayne	2,046,095	0	445,351	21.8%	4,253	-55,727	84,511	758,472	\$41.52	\$46.10
Miami Lakes	1,774,015	7,222	268,913	15.6%	-18,564	-57,497	28,547	0	\$28.02	\$30.93
Coconut Grove	974,531	1,588	111,479	11.6%	75,882	82,589	65,636	85,762	\$44.21	\$47.07
S. Gables/ S. Miami	1,003,309	0	16,463	1.6%	4,591	24,747	13,890	0	\$35.01	\$41.50
East Airport/Central Dade	575,205	0	32,289	5.6%	0	1,687	0	0	\$29.09	\$0.00
Miami Beach	1,910,316	7,285	107,974	6.0%	42,759	-35,721	67,210	0	\$45.72	\$53.76
Suburban	32,109,452	161,883	3,250,531	10.6%	83,832	-91,651	1,398,643	1,610,023	\$36.15	\$40.17
MIAMI TOTALS	45,877,875	220,462	5,690,928	12.9%	1,228	-205,896	2,207,436	2,162,324	\$40.15	\$45.96

*Rental rates reflect gross asking \$psf/year. **Leasing activity includes only new and expansion leases and does not include Renewals.

	INVENTORY (SF)	SUBLET VACANT (SF)	DIRECT VACANT (SF)	OVERALL VACANCY RATE	CURRENT QTR OVERALL NET ABSORPTION (SF)	YTD OVERALL NET ABSORPTION (SF)	YTD LEASING ACTIVITY (SF)	UNDER CNSTR (SF)	YTD CNSTR COMPLETIONS (SF)	DIRECT AVERAGE ASKING RENT*
Class A	21,192,443	127,943	3,035,657	14.9%	27,934	-49,720	1,390,856	1,767,986	204,193	\$46.47
Class B	16,493,061	77,872	1,819,370	11.5%	-24,301	-124,497	656,952	394,338	20,000	\$36.26
Class C	8,192,371	14,647	835,901	10.4%	-2,405	-31,679	159,628	0	0	\$31.55

Key Lease Transactions Q3 2019

PROPERTY	SF	TENANT	TRANSACTION TYPE	SUBMARKET
5505 Blue Lagoon Drive	156,000	Lennar Corp	New	Airport West
3011 Ponce De Leon Boulevard	63,009	BAC Florida Bank	New	Coral Gables
200 S Biscayne Boulevard	48,000	Rialto Management	New	Downtown
8400 NW 36 th Street	40,000	Infinity Insurance	New	Airport West

Key Sales Transactions Q3 2019

PROPERTY	SF	SELLER/BUYER	PRICE / \$PSF	SUBMARKET
1001 Brickell Bay Drive	280,500	AFA Asset Services/Aimco	\$149,000,000/\$532	Brickell Avenue
800 Brickell Avenue	209,122	RAR2 800 Brickell/Naba Realty	\$126,000,000/\$600	Brickell Avenue
160 NW 176 th Street	40,434	Kennedy Office Center/Beki Tokatillar	\$6,500,000/\$161	Northeast Dade
1674 Meridian Avenue	31,270	Ivy Realty/Integra Investments	\$10,000,000/\$323	Miami Beach

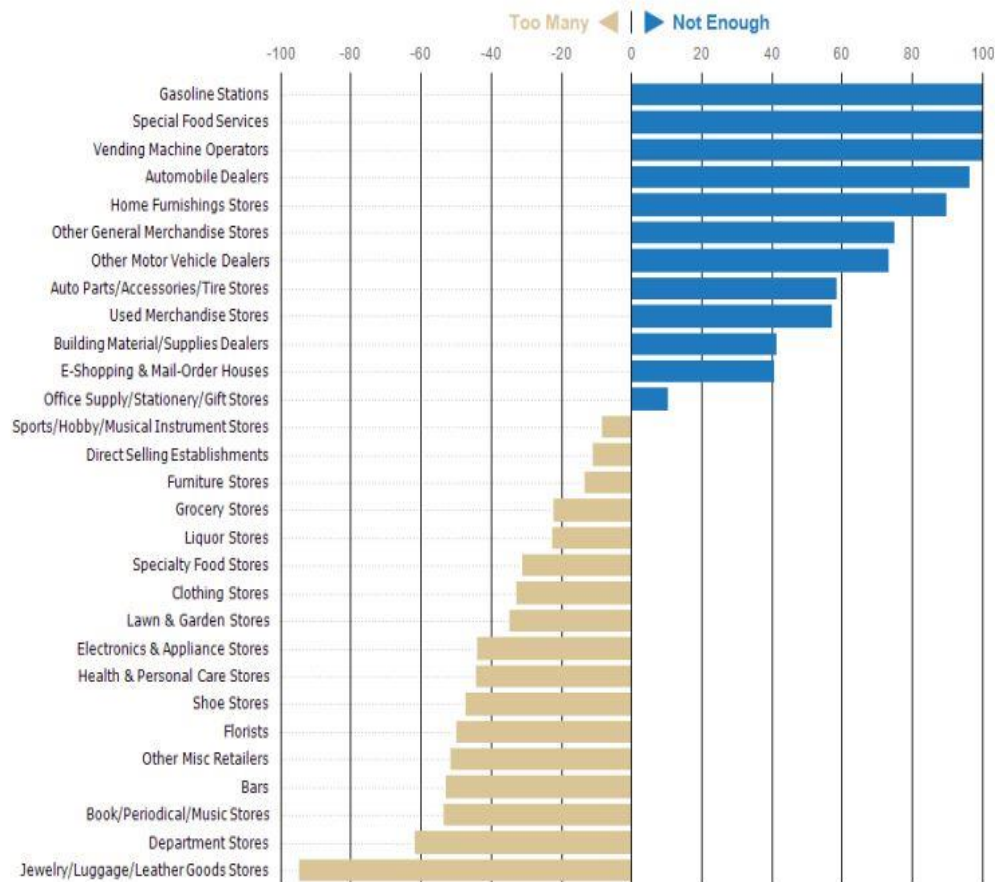
***Graphs are Courtesy of Cushman & Wakefield 2019 3Q

Our Professional Assessment Per Floor

By taking out a line of credit and Investing in your property We believe you can increase your annual income. Here are our suggestions:

1st Floor:

- Convert to Retail Space Possible Income: \$45.00 psf (\$16,875 per mo \$202,500 yr)
- Close entrance to the Elevator / Lobby (Leave only Emergency Exit to StairCase)
- Have Built Out paid by potential tenant / Offset with Rental Abatement
- Possible Tenants based on study of Market and area:
 - Gym w/ Health Food
 - Restaurant / Cafeteria: (Hospital Style Cafeteria)
 - Bank or Credit Union
 - Quick Mart (General Merchandise) w/ Cafe
 - Office Supply Store (Staples, Office Depot)



2 - 3rd Floor:

Combine Legal Aid and Association Admin Personnel

- Total Square Feet available 9,000 SF (4,500 each floor)
- Total Number of Personnel 40
- Square Feet needed per person as per Miami Dade County Occupancy Load Factor Table (NFPA101:Table7.3.1.2) is 100 SF per person for Business Use
- You can have up to 90 people on both floors (45 per floor)
- Hire an Architect to Design Layout of both floors that is efficient and meets the demands.

4th Floor:

Make the 4th Floor a Shared Office Space Location. Bring a single Tenant and rent out the floor to them. Rent of entire floor at \$35 per square foot is \$12,541.67 per month / \$150,500 per year. Possible Companies are:

- Esquire Suites
- Regus (Possible Franchise)
- Quest
- We Work
- Other National Tenant not in Miami looking to expand

Or create your own Shared Office Space for Attorney or the like:

- Hire two Employees to Start (Administrator and 1 Admin Assistant) Pay Salary
- Hire a Leasing Company to Market Business (Pay on Commission Only) "Target Market will be Law Firms" Resulting in possible new members.
- Average Small Suite usage is \$1300 - 1500 month for minimum 3-month lease.
- Leasing of Cubicles: \$250-350 per month
- Virtual Office on Average \$100-350 mo. for Phone, Address, Receptionist, Access to Law Library, Mailbox and handling, Conference Room Use per appt, and Voicemail Services. Packages can be offered by tier pricing.
- Costs to Consider: You will need to completely build out the space, hire 2 Administrative Personnel to run the business and furnish the entire Floor.
- Example of a minimum Possible Income:
100 Virtual Offices clients at \$100 per month: \$10,000

th 5 Floor:

- Indoor Lounge area / Roof Top Open Air Relaxation area with tables and chairs.
- Private Legal Library as a benefit for the members
- Space for Event Rental Income / No Food Prep, Catering Only

In Conclusion

- If you were to obtain a New Mortgage or Credit Line to Renovate the building of *\$2.7 million that will be an annual debt service of \$213,825.
- *Possible Rental Income for the 1st Floor at \$35 psf NNN (\$157,500) + 4th floor to a single tenant at \$28 psf (\$126,000) could be an additional income of approximately \$283,000 annually.
- Add Current Income of Legal Aid: \$120,000.
This will give us a grand Total of \$403,000 income per year

If you were to create your own shared office space, we believe the numbers can be HIGHER.

Min. Total Income minus Debt Service:

A NET Income of: **\$189,175

*These Numbers are using the highest loan amount and the lowest rental income per sf.

**We did not include possible income from the 5th Floor and New Memberships.

Marketing Proposal

OBJECTIVE:

Achieve the highest and best value within an expeditious timeframe.

Our team of multilingual and multinational associates is professional, skillful, young, and aggressive. Our associates as well as our support team offer local, national, and international outreach of clients. ***Aim Higher Commercial Real Estate Groups'*** client base is made up of small business owners, national tenants, and international entrepreneurs.

Our Listing Directors will be responsible for the ultimate success of the project. Utilizing the "team approach" the marketing effort will be under the direct supervision and implementation of the Directors, who will be ultimately responsible for the success of the endeavor.

COMMISSION:

We understand the opportunity we are being given, therefore we are conceding to the following commission structure.

In-House: We believe we can offer a cost savings to the ownership with our marketing expertise, any transactions where the only participating broker is ***Aim Higher Commercial Real Estate Group***; the commission shall be 6% of the total Effective Gross Lease including Tenant's proportional share of Operating Expenses.

Co-Broker: When we co-broker with another real estate brokerage the commission payable will be 3% of the total Effective Gross Lease including Tenant's proportional share of Operating Expenses.

The term of our exclusive agreement will be for one year.

PRICING:

We should price the Office and Retail Space as follows: First (1st) Floor for Lease at \$55.00 per square foot Triple Net. Fourth (4th) for Lease at \$45.00 per square foot Full Service.

TARGET MARKET:

This being a sought after Area located in the Heart of Downtown Miami and the advantage of the close proximity to the Court House and Major Expressways and available Public Transportation will attribute to the success of the project.

Understanding the South Florida marketplace, we plan on reaching the tenants and owners of the surrounding area including Brickell and Midtown. In addition to the local market, we will be targeting start-up and established attorney firms and related companies in need of office space to induce activity from local businesses and owner occupants.

BROCHURES:

We will prepare a full color brochure to publicize the property. This will be made available to large groups of prospects including corporate users, international investors, commercial and residential real estate brokers. We will use a variety distribution methods email, targeted mail, and door to door. We will also be involved with governmental agencies, Miami-Dade County business development agencies, City of Miami, Miami Dade Chamber of Commerce, Miami Commercial, members of the Society of Industrial and Office Realtors (SIOR), Commercial Real Estate Women (CREW) and Certified Commercial Investment Members (CCIM).

SIGNAGE:

Immediately upon execution of the Listing Agreement, we will have approved sign(s) installed on the property abided by all governmental rules and regulations.

FOLLOW UP:

Once a prospect has been developed, regardless of the source, personal follow-up will be continued until a deal is made or until the prospect is no longer in the market. Bi-weekly Reports of the prospects' status will be prepared for ownership.

TARGET MAILING:

This property will be heavily promoted through direct marketing campaigns specifically tailored to the property. Mailing of flyers to “active prospects” that are currently looking in the market will be performed immediately. These “active prospects” reside in the ***Aim Higher*** database. The Property will be consistently exposed to potential buyers throughout Miami-Dade County, as well as national and international markets with for the property.

INTERNET / WEB BASED MARKETING:

We will place your property as a Featured Property. Web-based marketing is an area where ***Aim Higher*** is innovative and maintains a very strong Internet presence. Our interactive web site, www.aimhighercre.com; offers continued exposure. The use of the Internet has added a new dynamic marketing dimension to our real estate brokerage community. Our web marketers will promote via email to investors and users that seek real estate in South Florida.

PERSONAL CANVASSING:

At the onset of the marketing campaign, we will invite our entire sales team to tour the property, in order to become better acquainted and informed enabling them to approach all current prospects. Teams will be split into different regions and visit prospects door to door. An active telephone marketing campaign of local and major users will be reached by our trained sales staff, followed-up by a letter and property brochure.

BROKER COOPERATION - LOCAL:

All promotional material developed for the property will be supplied to the brokerage community. As a leader of commercial sales and leasing in the South Florida area, we obtain substantial cooperation and support from the commercial real estate brokerage community. We also utilize the large base of residential brokers to inform everyone of the property.

We recognize our obligation to serve you by exposing the property to the market in the widest manner possible. Participation in the leasing of your property by other commercial brokerage firms is encouraged as an integral part of the marketing effort. Such co-operation is a policy of ***Aim Higher***.

ECONOMIC DEVELOPMENTAL AGENCY COOPERATION:

Full details regarding the property will be supplied to the Beacon Council, the State and County business development agencies and public agencies who receive inquiries from local and out-of-state sources. The support and cooperation of all these sources will be solicited to assist in this effort.

TOURING:

All prospects who tour the property will be entered in our database, registered by their representative broker, if any, and accompanied by a broker from ***Aim Higher***.

RESPONSIBILITY:

As agent for the owner, we will assume the full responsibility of promoting and negotiating the Lease of your property. Our association will be one of a cooperative partnership, with the sole objective of producing transactions acceptable to you. All offers developed by other real estate firms will be presented to you through us, to preserve our responsibility to you.

REPORTING:

Reports on all leasing activity relating to the property will be presented on a bi-weekly basis.

OWNER/BROKER MARKETING MEETINGS:

Aim Higher Commercial Real Estate Group believes in the Owner's participation and "hands on" collaboration of the day-to-day marketing of the subject property. However, we recommend meeting monthly for an update and strategy session between Owner and Broker. Some of our clients enjoy meeting with us on a more frequent basis and we are content to comply. Be assured Owner's suggestions are given serious consideration and willingly implemented.

Aim Higher CRE RESPONSIBILITIES

In summary our responsibility and commitment to you during the marketing effort includes, but is not limited to the following:

- **EXPOSURE! EXPOSURE! EXPOSURE!**
- A commitment to explore all possible prospective tenants / buyers.
- Handle all inquiries and property tours.
- Keep you abreast of the market conditions and trends.
- Ensure a strong marketing team.
- Maintain strong communication lines.
- Coordinate all marketing strategies, including public relations events.
- Inform the brokerage community about this unique property.
- Negotiate with prospective tenants.
- Provide detailed fact sheets and brochures, to be distributed to all prospects.
- Prepare a Personalized Client package
- Target local, national and international users and investors.
- Continually expand logical users list, both in scope and in region.
- Screen and Pre-qualify prospective Buyers / Tenants including review of financial statements and provide any note-worthy comments.
- Provide consultation during vendor negotiations.
- Synchronize the process from lease contract to closing.

OWNER'S RESPONSIBILITIES

Aim Higher considers the marketing of any Project as a joint effort between owner and agent. We need your cooperation with the following items for which the Ownership should undertake responsibility:

- Provide copies of all building plans, office layout, etc. which will enable us to work quickly and successfully with prospective users and investors.
- Provide technical/engineering knowledge of the property upon request.
- Provide any up front marketing retainer fees as per agreement “if applicable” on a timely manner.
- Provide access to the building.
- Prepare model unit to hold walk-through if applicable.
- Provide **timely responses** to all offers and contracts.
- Review/evaluate reports submitted and, where necessary, re-direct the marketing, solicitation, promotion, advertising and assist in the evaluation of current prospects.

Disclaimer

All information contained herein is from sources that we deem reliable. No representation or warranty, expressed or implied, is made as to the accuracy or completeness of this Property Presentation or any of its contents. There is no representation made as to the physical, fiscal, structural, environmental or any other aspect of the Property contained herein. All prospective purchasers agree that they will perform their own due diligence and investigations into any and all matters of concern to them.

