

[Property name]

[PROPERTY TYPE]
[City, State]

[Property photo]

Principal exterior image, approved for use, at least 3,000 pixels wide

[\$0.0M]

ASKING PRICE

[00,000 SF]

RENTABLE AREA

[00.0%]

OCCUPANCY

[0.00%]

IN-PLACE CAP RATE

01 / THE OFFERING

Investment summary

[Describe the property in two to four sentences: type and size, location, how it is leased today, and the specific reason a buyer should look closer.]

[\$000,000]

ANNUAL IN-PLACE NOI

[0.0 years]

AREA-WEIGHTED LEASE TERM

[\$000]

PRICE / RENTABLE SF

[0.0%]

AVAILABLE BY AREA

[Property photo]

Second exterior or amenity image

01

[Highlight one]

[One sentence with a figure, such as annual base rent across the current leases.]

02

[Highlight two]

[One sentence on vacancy or lease-up, with the area and suite count.]

03

[Highlight three]

[One sentence on tenancy, location or physical condition, with its source.]

Property overview



[Aerial or principal exterior photo]

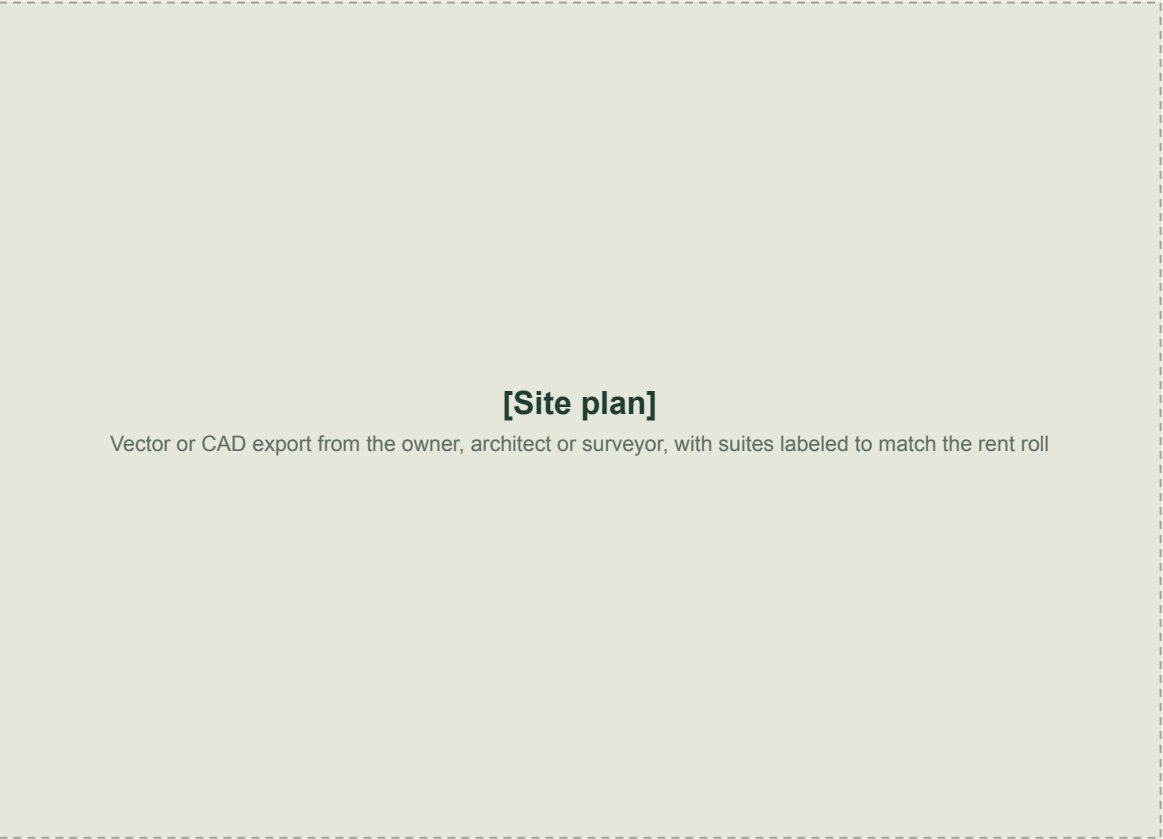
Drone or aerial image showing the buildings, parking and access

[Optional note, such as the source of the property facts or a pointer to the site plan on the next page.]

Rentable area	[00,000 SF]
Land area	[0.00 acres]
Suites / units	[0]
Parking	[00 spaces]
Parking ratio	[0.0 / 1,000 SF]
Built / renovated	[0000 / 0000]
Stories	[0]
Zoning	[Zoning code]
Interest	[Fee simple]
APN	[000-000-00]

Site plan

[One sentence describing the arrangement of buildings, parking and access.]



Site plan not to scale. Suite areas follow the rent roll.

SUITE SCHEDULE

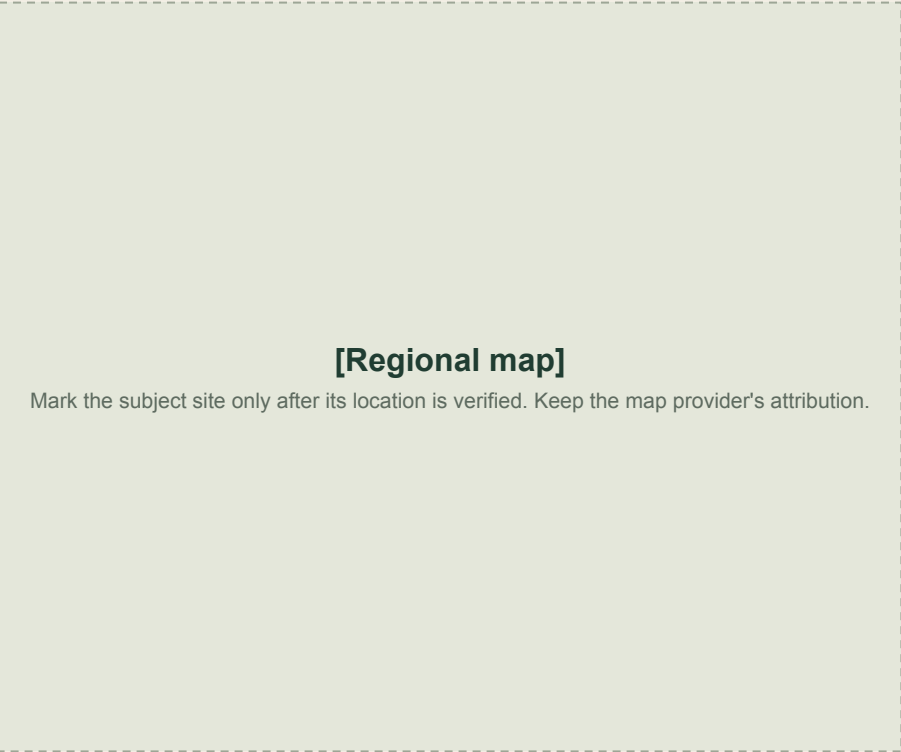
[A]	[Tenant name] [Use]	[0,000 SF]
[B]	[Tenant name] [Use]	[0,000 SF]
[C]	[Tenant name] [Use]	[0,000 SF]
[D]	[Tenant name] [Use]	[0,000 SF]
[E]	[Tenant name] [Use]	[0,000 SF]
[F]	Available [Condition]	[0,000 SF]

Suite colors match the rent roll. The available suite is shown in terracotta.

04 / LOCATION & DEMOGRAPHICS

[City name]

[Submarket, county and state]



[Map attribution, such as the map provider's copyright line]

Source: [Agency and dataset], [geography], [period].



DEMOGRAPHIC COMPARISON

Measure	[Subject area]	[Comparison]
Population	[0]	[0]
Households	[0]	[0]
People per household	[0]	[0]
Median household income	[0]	[0]
Owner-occupied homes	[0]	[0]
Median home value	[0]	[0]
Median gross rent / mo.	[0]	[0]

[State the geography and period for each figure. City and county totals are not 1-, 3- or 5-mile trade areas.]

Tenant mix



[A]	[Tenant name] [Use or category]	[0,000 SF]
[B]	[Tenant name] [Use or category]	[0,000 SF]
[C]	[Tenant name] [Use or category]	[0,000 SF]
[D]	[Tenant name] [Use or category]	[0,000 SF]
[E]	[Tenant name] [Use or category]	[0,000 SF]
[F]	Available [Condition, such as warm shell]	[0,000 SF]

Rent roll

As of [Month day, year] / Annual base rent excludes reimbursements / [Lease type, such as NNN]

SUITE	TENANT	AREA / SF	RENT / SF / YR	MONTHLY RENT	ANNUAL RENT	LEASE START	LEASE END
[A]	[Tenant name] [Use]	[0,000]	[\$00.00]	[\$0,000]	[\$000,000]	[MM/DD/YYYY]	[MM/DD/YYYY]
[B]	[Tenant name] [Use]	[0,000]	[\$00.00]	[\$0,000]	[\$000,000]	[MM/DD/YYYY]	[MM/DD/YYYY]
[C]	[Tenant name] [Use]	[0,000]	[\$00.00]	[\$0,000]	[\$000,000]	[MM/DD/YYYY]	[MM/DD/YYYY]
[D]	[Tenant name] [Use]	[0,000]	[\$00.00]	[\$0,000]	[\$000,000]	[MM/DD/YYYY]	[MM/DD/YYYY]
[E]	[Tenant name] [Use]	[0,000]	[\$00.00]	[\$0,000]	[\$000,000]	[MM/DD/YYYY]	[MM/DD/YYYY]
[F]	Available [Condition]	[0,000]	—	—	—	—	—
TOTAL		[00,000]		[\$00,000]	[\$000,000]		

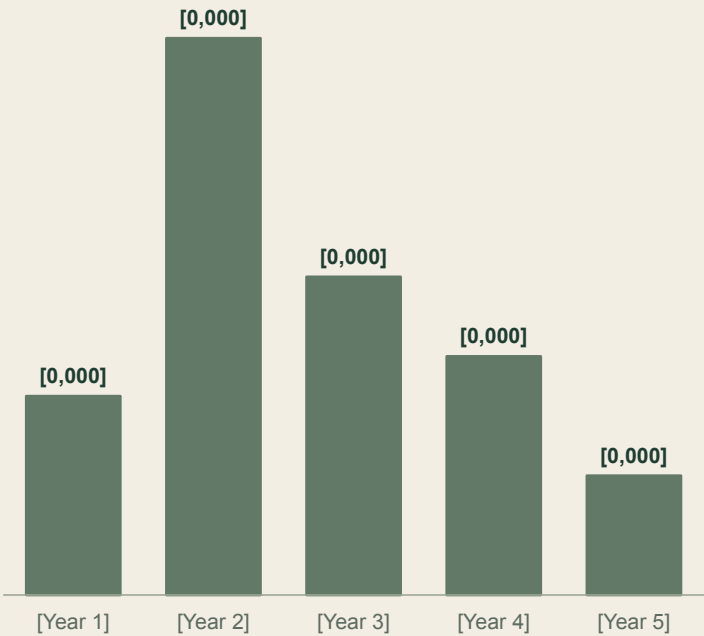
[Occupied suites / occupied SF / weighted average annual base rent per occupied SF. State anything the table leaves out, such as percentage rent, escalations, options or guaranties.]

Lease expirations

Scheduled expirations from the rent roll. [State whether renewal options are assumed.]

YEAR	SUITES	AREA / SF	% OF OCCUPIED	ANNUAL RENT
[Year 1]	[A, B]	[0,000]	[00.0%]	[\$000,000]
[Year 2]	[A, B]	[0,000]	[00.0%]	[\$000,000]
[Year 3]	[A, B]	[0,000]	[00.0%]	[\$000,000]
[Year 4]	[A, B]	[0,000]	[00.0%]	[\$000,000]
[Year 5]	[A, B]	[0,000]	[00.0%]	[\$000,000]
TOTAL		[00,000]	100.0%	[\$000,000]

AREA EXPIRING BY YEAR, SF (EXAMPLE BARS)



[0.0]

Years of area-weighted lease term remaining as of [Month day, year].

[Expiration shares use occupied SF; state whether vacant space is excluded.]

Operating statement

[Annualized in place / trailing 12 months / budget] / USD / As of [Month day, year]

REVENUE & NET OPERATING INCOME

Scheduled base rent	[\$000,000]
Expense reimbursements	[\$00,000]
Other property income	[\$0,000]
Gross scheduled income	[\$000,000]
Collection allowance / [0]% of base rent	[-\$00,000]
Effective gross income	[\$000,000]
Operating expenses	[-\$000,000]
Net operating income	[\$000,000]

ANNUAL OPERATING EXPENSES

Property taxes	[\$00,000]
Property insurance	[\$00,000]
Repairs & maintenance	[\$00,000]
Common-area utilities	[\$00,000]
Management	[\$00,000]
Administration	[\$00,000]
[Other category]	[\$00,000]

[\$000,000]

TOTAL OPERATING EXPENSES / [\$0.00] PER RENTABLE SF

NOI excludes debt service, depreciation, capital expenditure, tenant improvements and leasing commissions. [State whether the figures are historical, in place or projected, and who prepared them.]

Pricing and assumptions

The table holds in-place NOI constant at [\$000,000].

PRICE	PRICE / SF	IN-PLACE CAP RATE
[\$0,000,000]	[\$000.00]	[0.00%]
[\$0,000,000]	[\$000.00]	[0.00%]
[Asking price]	[\$000.00]	[0.00%]
[\$0,000,000]	[\$000.00]	[0.00%]
[\$0,000,000]	[\$000.00]	[0.00%]

[0.00%]

IN-PLACE CAP RATE AT ASKING

[0.00%]

STABILIZED CAP RATE AT ASKING

BASIS & ASSUMPTIONS

Income

Base rent is suite area multiplied by annual rent per SF. [State how vacant space is treated.]

Reimbursements

[Total current reimbursements, and the rate used for any vacant suite.]

Lease-up

[Assumed rent, term, downtime and free rent, and the resulting change in NOI.]

Pricing

Cap rate equals annual NOI divided by price. [State the area used for price per SF.]

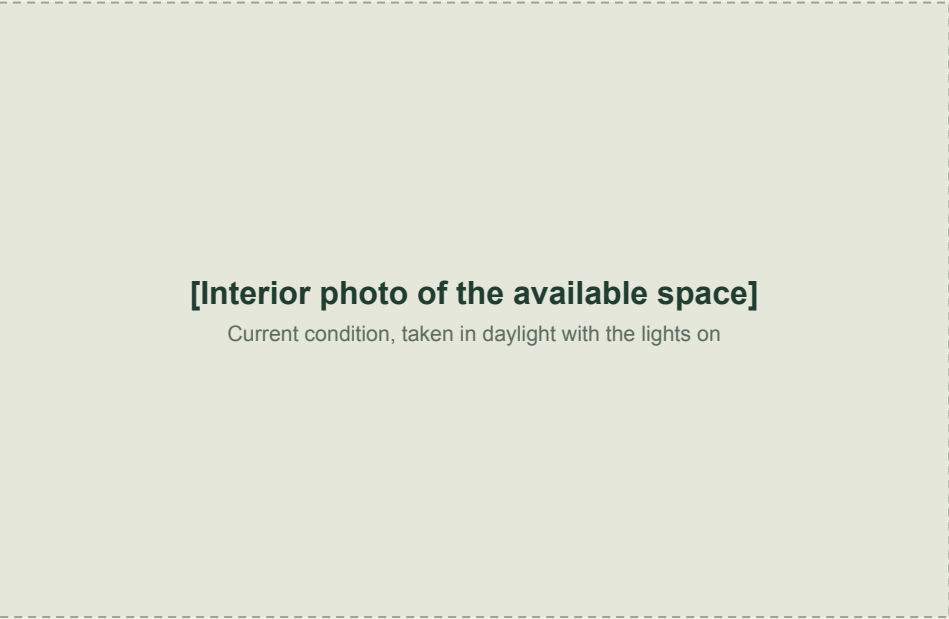
Not modeled

[What the analysis excludes, such as debt, sale costs, capital reserves, rent growth and renewals.]

10 / THE AVAILABLE SPACE

[Suite name], [o,000 SF]

[Condition and location of the available space, such as a warm-shell suite facing the courtyard.]



[\$00.00]

ANNUAL RENT / SF ASSUMPTION

[o years]

ASSUMED LEASE TERM

IN-PLACE TO FULLY LEASED

Current annual NOI	[\$000,000]
Additional base rent	[\$00,000]
Additional reimbursements	[\$0,000]
Additional collection allowance	[-\$0,000]
Additional management	[-\$0,000]

ILLUSTRATIVE STABILIZED NOI

[\$000,000]

Tenant improvements / [\$00] per SF	[\$00,000]
Leasing commission / [0]% of lease value	[\$00,000]

One-time leasing costs [\$00,000]

[State the commencement, downtime and free-rent assumptions.] This scenario is an arithmetic example, not a forecast. One-time leasing costs sit below NOI.

[Property name]

Offering memorandum
[Month year]

LISTING CONTACTS

[Agent name]

[Title]
[Phone]
[Email]
[License type and number]

[Agent name]

[Title]
[Phone]
[Email]
[License type and number]

[Brokerage name, office address and license number]

OFFERING PROCESS

[How offers are submitted, any call-for-offers date, how to arrange tours, and how to request the due diligence file.]

CONFIDENTIALITY & DISCLAIMER

[Insert the confidentiality and disclaimer language supplied by the listing brokerage or its counsel. Do not draft this wording in the design file.]