



Retail Tenant Planner

A shopping centre leasing strategy resource by John Highman

Retail Shopping Centre Leasing and Strategy Planner



Retail Property

<http://commercial-realestate-training.com>

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How to Use This Resource:

This is a tenancy mix checklist for real estate agents involved in selling, improving, or leasing retail property. It is designed to give agents and leasing specialists ideas for reviewing a retail property when preparing to sell, lease, or improve the tenant mix in retail property.

The list is comprehensive, but you can add to it as your property and location require. The list is comprised of **KEY ISSUES** and SUB TOPICS. The **KEY ISSUES are highlighted in yellow**, and then the sub-issues follow for the topic.

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Workzone



NOTES and EXPANDED LIST:

Your detailed review and notes can be made in the following checklist:

1 Services

1.1 Finance

1.1.1 Banking

1.1.2 ATMs

1.1.3 Home Loans

1.2 Taxation

1.3 JP's

1.4 Legal

1.5 Laundromat

1.6 Travel

1.7 Real Estate

1.8 Post Office

1.9 Lifestyle

1.9.1 Gyms

1.9.1.1 Male

1.9.1.2 Female

1.9.2 Spa

1.9.3 Massage

1.9.4 Swim Centre

1.10 Communications/Mobile Phones

1.11 Accounting

1.12 Charity Shop

1.13 Shoe repairs

1.14 IT/Computer Repairs

1.15 Key Cutting

2 Others

2.1 Popups

2.1.1 Small tenants

2.1.2 Community groups

2.2 Bulky Goods Retail

2.2.1 Hardware

2.2.2 Electrical

2.2.3 Furniture

2.2.4 Health and Fitness

2.2.5 Sports Goods

2.2.5.1 Equipment

2.2.5.2 Clothing

2.2.6 Lifestyle & Outdoor

2.2.6.1 Gym

2.3 Entertainment

2.3.1 Gaming IT

2.3.2 Cinema

2.3.3 Library

2.3.4 Kid's Zone

2.3.5 Hotel/Motel

2.3.6 Learn to Swim

2.4 Storage tenants

2.5 Licenced areas

3 Special Situations

3.1 Capital Works

3.2 Renovations

3.3 Redevelopment

3.4 Repairs and Maintenance

3.5 Budgets

3.6 Business Plan

3.7 Tenant Retention

3.8 Essential plant and equipment

4 Zones Layout

4.1 Common Areas

- 4.1.1 Stage
- 4.1.2 Corridors
- 4.1.3 Entrance Ways
- 4.1.4 Car Park
- 4.1.5 Taxis and Transport
- 4.1.6 Plaza/Mall
- 4.1.7 Food court

4.2 Special Areas

- 4.2.1 Visitor Lounge
- 4.2.2 Concierge
- 4.2.3 Parking
- 4.2.4 Valet Parking
- 4.2.5 Cabs and a Bus/Coach
- 4.2.6 Shuttles
- 4.2.7 Car Wash & Detailing
- 4.2.8 Children Day Care
- 4.2.9 Storage areas
- 4.2.10 Mechanic car repairs

4.3 Ant track

5 Tenancy Mix Review

5.1 Lease details

- 5.1.1 Options
- 5.1.2 Expiry dates
 - 5.1.2.1 Makegood
- 5.1.3 Monthlys
- 5.1.4 Holdovers
- 5.1.5 Active leases
- 5.1.6 Critical Dates
- 5.1.7 Licences
- 5.1.8 Rent review details
 - 5.1.8.1 Timing
 - 5.1.8.2 Type of review

5.2 Current Tenants

- 5.2.1 SWOT
- 5.2.2 Risk assessment
- 5.2.3 Anchor tenants
- 5.2.4 Specialty tenants
- 5.2.5 Contact details

5.3 Vacancy factors

- 5.3.1 New

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5.6 Market rents

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5.6.3 Face rents

5.6.4 Outgoings recovery

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5.7.1.1 Movement

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5.7.1.3 Contraction

5.7.1.4 Relocation

5.7.2 Leasing strategy

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5.7.4 Expenditure budget

5.7.5 Capital works

5.7.6 Maintenance

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5.10.4 Bad debts

5.11 Active incentives

5.11.1 Cash

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5.12 Financial

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5.13.4 Points of Difference

5.13.5 SWOT

5.14 Property design

5.14.1 Plans

5.14.2 Tenant placement

5.14.3 Common areas

5.14.4 Lettable areas

5.14.5 Mall

5.15 Risk assessment

5.15.1 Property related

5.15.2 Tenant related

5.15.3 Precinct related

5.16 Customer base match

6 Specialties

6.1 Medical and Allied Health

- 6.1.1 Doctors
- 6.1.2 Dentists
- 6.1.3 Chemists
- 6.1.4 Xray
- 6.1.5 Pathology
- 6.1.6 Other
- 6.1.7 Optical
- 6.1.8 Radiology
- 6.1.9 Podiatry
- 6.1.10 Sports Medicine
- 6.1.11 Specialists

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- 6.2.1 Dry Cleaners
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- 6.2.4 Meat and Smallgoods
- 6.2.5 Clothing Alterations
- 6.2.6 Service Station
- 6.2.7 Tobacco & Vapes
- 6.2.8 Gifts

- 6.2.9 Money Exchange
- 6.2.10 Newsagent
- 6.2.11 Vitamins and Supplements
- 6.2.12 Bottle Shop

6.3 Food

- 6.3.1 Fast Food
 - 6.3.1.1 Pancakes
 - 6.3.1.2 Burgers
 - 6.3.1.3 Pizza
 - 6.3.1.4 Chicken
 - 6.3.1.5 Tacos
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- 6.3.1.13 Coffee
- 6.3.1.14 Bakery
- 6.3.1.15 Italian
- 6.3.1.16 Icecream
- 6.3.1.17 Other Franchises (many)
- 6.3.2 Fruit and Veg
- 6.3.3 Butcher
- 6.3.4 Meat & Smallgoods
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 - 6.3.5.3 BurgerMe
 - 6.3.5.4 Guzman and Gomez
 - 6.3.5.5 Red Rooster
 - 6.3.5.6 Domino's
 - 6.3.5.7 Hungry Jacks
- 6.3.6 Fish and Seafood
- 6.3.7 Poultry
- 6.3.8 Dine in
 - 6.3.8.1 Restaurants (many types)

6.4 Fashion

- 6.4.1 Ladies
- 6.4.2 Men

- 6.4.3 Childrens
- 6.4.4 Sportswear
- 6.4.5 Franchise Chains (many)

6.5 Fashion Accessories

- 6.5.1 Shoes
- 6.5.2 Jewelry
- 6.5.3 Hand Bags and Luggage

6.6 Health and Beauty

- 6.6.1 Hair
 - 6.6.1.1 Mens
 - 6.6.1.2 Ladies
 - 6.6.1.3 Childrens
- 6.6.2 Nails
- 6.6.3 Massage and Facial

7 Anchors

7.1 Supermarket

7.2 Discount Stores

7.3 Department Stores

7.4 Bulky Goods Retail

7.5 Brands

7.6 Lease terms

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7.6.2 Landlord covenants

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7.6.4 Lease conditions

7.6.5 Compliance

7.6.6 Critical dates



IMPORTANT INFORMATION

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