

D-SRC Space Evaluation Checklist



Use this checklist to assess commercial space. Research the property, inquire with the property owner, read the Lease or Letter of Intent, and consult with a business attorney and tenant/buyer agent to answer the following.

SITE ADDRESS: 	NOTES
LOCATION CONSIDERATIONS	
Neighborhood or Community Location	
Zoning Requirements Aligned with Business Use	
Proximity to consistent foot and/or vehicle traffic during business hours	
PROPERTY CONSIDERATIONS	
Available Square Footage	
Electrical Infrastructure Condition	
Plumbing Infrastructure Condition	
Internet/Wi-Fi Hookup	
Heating, Ventilation, & Air Conditioning Facilities (HVAC)	
Roof Condition	
Employee and Customer Parking	
Sidewalk Condition	
Potential Environmental or Contamination Issues	
Whitebox/Retail Ready	
COST CONSIDERATIONS	
Cost per square foot	
Tenant Responsibility for Property Taxes	
Tenant Responsibility for Utilities	
Late Fees	
Fees Associated with Lease Termination	
Landlord Contribution to necessary Move-In Repairs	
Landlord Contribution to Tenant Improvements/Build Out	
Move-In Deposit \$\$\$	
Total Monthly \$\$\$	
Total Annual \$\$\$	
Tenant Minimum Insurance Requirement	