

# YOUR PROPERTY ACQUISITION

## When should you start thinking about a new business premises?

The driver for considering alternative premises will either be a lease event, i.e.. break option or lease end, or a business decision, namely expansion or reduction in the space required.

With the average time taking between 3 and 12 months to complete a lease or purchase of an office or industrial premises, make sure you leave yourselves enough time to find a suitable property. This sounds easy to achieve but you will be amazed at how many companies still miss a break option or renew a lease because they have just run out of time!

At New Ballerino, we believe it is never too early to start looking at what the market is offering and what types of deals are available, even if it is used to negotiate against your current landlord. We are specialists in acquiring office and industrial properties.

## So why should you appoint an agent to represent you?

Firstly, finding a new property is time consuming. By appointing an agent this frees up your time to concentrate on running your business and not spending countless hours trolling the internet and towns or business parks looking for space - which can be frustrating!

In most instances a landlord will have the benefit of an experienced agent acting on their behalf, so why shouldn't you as the occupier have the same competitive advantage! Your acquisition agents are experts in their field and very aware of the market place and the opportunities which are available. As well as available properties, they can potentially identify 'off market' opportunities, they have contacts throughout the industry and will have detailed knowledge of potential suitable buildings which could fulfil your needs. Furthermore, with their detailed knowledge they will extract the very best deal on your behalf which will always significantly cover any fees payable.

## Why not put New Ballerino to the test?

We act for many different occupiers, from local businesses to public companies, and we have a number of live requirements at present on both a leasehold and freehold basis. Therefore, if you have a lease event coming up, put New Ballerino to the test. We would be pleased to discuss how we can help you maximise the opportunity.

Here are a few of the ones that have already...



# OUR STEP BY STEP GUIDE TO ACQUIRING NEW PREMISES

## STEP 1 - The Brief

- Understanding your business
- Agreeing the search criteria
- Assisting with a space audit for current and future growth
- Analyse budget and costings
- Exit strategy for existing space

## STEP 2 - The Search Begins

- On market options
- Identification of 'off market' options
- Our extensive database
- Expertise and knowledge of the area
- Industry tools
- Targeting

## STEP 3 - The Selection Process

- Prepare report
- Arrange inspections
- Analyse alternatives
- Start space planning
- Compare costs

## STEP 4 - Negotiations

- Best rent or price
- Lease length including breaks
- Incentives
- Repairing obligations / condition
- Works required / alterations
- Check measurements
- Agree Heads of Terms
- Arrange building survey
- Instruct solicitors

## STEP 5 - Concluding the Deal

- Approval of fit out / licenses
- Regular communication
- Aftercare service
- Rating review

**These 5 key steps are designed to provide a clear and concise structure to acquiring a new commercial property. We will add value to your business and exceed your expectations. Why not put us to the test?**

## CONTACT US

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