



TENANT REPRESENTATION

***Voit***

REAL ESTATE SERVICES



# THE ADVANTAGES OF ENGAGING A BROKER

# Whether seeking a new lease or renewing an existing lease, the benefits are clear.

**Leverage the knowledge of competing properties...** Creates competition for your tenancy, resulting in the best economic terms. Landlords negotiate more seriously when they know other parties are competing for your business.

**Level the playing field...** Many landlords lease space as their primary business and know the market. In contrast, most tenants relocate once every 5-7 years. An experienced broker on your side of the table helps you negotiate from a position of strength.

**Time efficiency...** By hiring an exclusive broker, a principal saves valuable time by shifting real estate responsibilities like qualifying properties, fielding calls, researching alternatives, and running financial models to their broker. This allows principals to focus on their core business.

**Alignment of interests...** Exclusivity keeps the interest of a broker and the principal aligned. Since brokers only get paid if they complete a lease or renewal, a non-exclusive broker's objective could be to get a transaction completed quickly, even if it may not be the best deal for the client. A qualified exclusive broker, who is protected by a representation agreement, can be objective and spend the needed time to locate/negotiate the best deal possible.

**Full service approach...** It is highly unlikely that a non-exclusive broker is going to commit the full suite of resources their firm offers. In today's market, valuable services like project management, financial modeling and architectural services can help a client make a more informed real estate decision.

**Creates opportunities in a tight market...** A qualified broker who understands the local and regional markets is able to be resourceful and effectively use their time to source opportunities that may not be officially "available" to the overall market. This could lead to more choices, less competition for the client and better economic terms.



# WHY VOIT

Voit Real Estate Services is a privately held, broker owned, Southern California-based commercial real estate firm that has been providing strategic property solutions for our clients since 1971. Throughout our 50-year history, the firm has navigated multiple market cycles and been able to retain the unique company culture on which we were founded. This allows our brokerage professionals to easily collaborate, share best practices and create “off-market” opportunities benefitting our tenant clients.



## At A Glance

Our success stems from our clients' success. By working in close collaboration with our customers, our expertise has enabled us to deliver results that exceed our clients' expectations.

- \$60 billion in brokerage transactions (55,000+ transactions)
- \$41 billion in sales transactions (13,250+ sales transactions)
- \$18.75 billion in lease transactions (41,500+ lease transactions)
- 6 real estate services offices
- National & International reach through our affiliations with CCIM and SIOR

# THE VOIT PROCESS

1

## Strategic Planning

- Develop summary of corporate goals
- Understand client's vision of real estate
- Develop critical path for decisions
- Develop preliminary project timeline

2

## Needs Analysis

- Abstract of existing leases
- Develop client space standards
- Evaluate space requirements for both support staff and equipment
- Reconfirm client goals – financial and qualitative

3

## Market Research


- Prepare real estate market summary of desired submarkets
- Procure market comparables
- Evaluate market
- Review existing trends and supply

4

## Site Survey & Evaluation

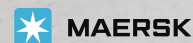
- Tour alternatives
- Assess initial site / building information
- Narrow down alternatives
- Confirm zoning applications

“ Voit negotiated a new lease at over 20% below fair market value and reduced our occupancy costs by 25%. We couldn't have achieved such exceptional results without their market knowledge and negotiating expertise. ”

– Gary Ward, Crocs, Inc. 

“ Our long-standing relationship with Voit, as well as their extensive knowledge of the Southern California market, allowed us to expand our logistics distribution services throughout Southern California in close proximity to one of the world's largest ports. ”

– Michael McDonough,  
Director of Real Estate for Maersk, Inc.



## CLIENT QUOTES

# SAMPLE TIMELINE

	1				2				3				4				5				6				7							
WEEK	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4				
Determine Exact Requirements	█	█	█																													
Market Survey				█	█	█																										
Physical Tour							█	█																								
Select Buildings								█	█																							
Request Proposals											█	█																				
Test Plan (Estimate T.I. Costs)												█	█	█																		
Financial Analysis													█	█	█																	
Lease Negotiations																█	█	█														
Space Plan & Design																	█	█	█													
Final Tenant Improvement Pricing																				█	█	█	█	█	█	█	█	█				
Construction																					█	█	█	█	█	█	█	█				
Occupy Space																																█

## 5

### Requests for Proposal (RFP)

- Develop summary of targeted buildings
- List buildings to receive RFPs
- Issue RFP
- Evaluate responses to RFPs
- Develop comparative matrix of alternatives

## 6

### Comparative Analysis, Negotiation & Documentation

- Summarize quantitative, operational, financial and qualitative criteria
- Review summary comparative analysis of buildings
- Negotiate lease / contract documents
- Prepare lease / contract abstract

## 7

### Project Management

- Develop and present vendor RFPs, project budgets and project timeline
- Help negotiate contract documents
- Develop move coordination checklist
- Develop and present excess space disposition strategy if applicable

## 8

### Post Occupancy

- Monitor costs and options
- Periodically review space needs
- Evaluate other markets / facilities as needed

“ Voigt has provided us with more support, knowledge, and leadership than I ever expected or hoped for. Their service continued long after the deal was completed, well beyond the time that was expected of them. They were always available to answer any of my questions and to take care of all issues. ”

– D. Michael Hill, Captain, Executive Officer,  
United States Marine Corps, Recruiting Station Orange



“ Voigt’s brokerage division represented our company in 3 transactions. During these sometimes complicated dealings, Voigt’s experience, knowledge and savvy enabled us to overcome some of the legal, financial and construction challenges that occurred during these negotiations. ”

– Cal State Auto Parts





Find out how Voit can help you.  
[www.VoitCo.com](http://www.VoitCo.com)

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