



BROKER BONUS PROGRAM APPLICATION PROCESS

**Administered by the
Bartlett Station Development Commission**

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BARTLETT STATION

BROKER BONUS PROGRAM

This program rewards the commercial real estate broker responsible for signing new **retail** tenants in the Bartlett Station District.

The Bartlett Station Development Commission must approve the rewards. To be considered, the tenant and/or the lease must meet the following qualifications:

- The lease must have a term of at least three (3) years.
- The tenant's business should be a business which would tend to encourage other businesses to locate in the District.
- All building improvements, including signage, must be approved by the Design Review Commission.
- The tenant must be creditworthy; i.e. the lease should be "bankable" by the property owner.
- The Broker should submit the application along with all documentation to the City of Bartlett, Department of Planning and Economic Development no less than two weeks prior to the regularly scheduled Bartlett Station Development Commission meeting.

This program shall not apply to

- businesses relocating from another location within the City of Bartlett,
- property owners or leasing agents representing the property, or
- brokers with an ownership position in the business.

Upon the approval of the Bartlett Station Development Commission and the tenant actually opening the new retail business in the Bartlett Station District, the Broker Bonus shall be paid. The amount of the bonus shall be one percent (1%) of the initial lease term value, subject to a maximum bonus of \$10,000.

To submit an Application or for additional information, contact

Bartlett Department of Planning and Economic Development
6382 Stage Road, Bartlett, TN 38134
(901) 385-6417 Fax 385-6419

www.cityofbartlett.org



BROKER BONUS PROGRAM BARTLETT STATION DEVELOPMENT COMMISSION

APPLICATION FOR BROKER BONUS

Firm Name _____

Address _____ Zip _____

Telephone _____ Fax _____ E-Mail _____

Name of New Business Represented _____

Type of business _____

Products to be offered _____

Address of leased property _____

Name of Lessor _____

Amount of space to be leased _____ sq. ft. Rental rate _____ per sq. ft./per yr.

Initial term of lease _____ years

Is the business relocating from another location within the City of Bartlett?

____ Yes ____ No

Attachments Required:

1. Copy of the fully executed Lease Agreement including Broker Real Estate Commission Agreement.
2. Copy of Commercial Real Estate License

Principal Broker (please print) _____

Signature _____ Date _____