

From: Premier Power Team [info@profit-success.net]

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To: Premier Power Team

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Your Profit...Our Success

Commercial · Industrial · Real Estate Brokerage

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Dear Andrea,

Welcome to the Premier Power Team Commercial Real Estate GEMS. You are receiving this edition of our eNewsletter because you are involved with commercial real estate as an owner, user, or investor. We trust you will enjoy this issue and get a "gem" or two out of it. Thank you for taking the time to spend a few minutes with us.

Warmly,
 Bruce Kaplan
 Joe Billitteri

Effective Commercial Real Estate Due Diligence

If you are planning to purchase, lease or develop any commercial real estate property in the near future, the following article will be of interest to you. A key element to any successful purchase or lease is having a complete understanding about what you are getting into. A due diligence period and investigation is the vehicle to use for this.

Due Diligence is generally referred to as the process that allows a buyer, developer, or lessee (even a lender) to investigate and discover all of the facts and important information that can effect the transaction including its value before fully committing. This process prevents surprises after the "close"; or does it?

Often times this process isn't taken seriously and naturally problems crop up and as a result can delay the closing or worse yet "kill the deal". An adequate due diligence period and investigation will assure all issues relevant to the property are resolved prior to the closing - great for all involved.

Current Listings

To view the Premier Power Team current listings [click here](#).

Sold & Leased Listings

To view the Premier Power Team sold and leased listings [click here](#).

Personal Note

Joe's son Jacob graduated from Crystal Lake Central High School and will attend DePaul in the fall in the area of Cinematography.

Bruce's daughter Amy is getting married June 21 in Cancun. About 50 people will be going down there for a destination wedding. Amy was recently hired to teach PE and Health at Crystal Lake Central.

Certainly there are many more factors to consider and your commercial real estate broker/agent, attorney, accountant and other professionals can be included in the process to assure success. More is better here.

Before closing, you must investigate every significant aspect of the property you are acquiring/leasing. Below is a sampling of things to be included:

- Zoning
- Land Use Controls
- Americans With Disabilities
- Licenses (liquor, entertainment, drive-through windows)
- Taxes
- Tax Liens
- Special Assessments
- Impact Fees
- Required User Fees
- Encroachments
- Easements
- Liens
- Special Covenants
- Leases (BIG DEAL - know what's in them!)
 - Security deposits
 - Terms
 - Rents (current rent roll)
 - Tenant Estoppels
 - Exclusives
 - Delinquencies
 - Subleasing Rights
 - Other Material Lease Terms
- Availability of Construction and Other Permits
- Soil Conditions
- Environmental Reports (Phase 1, Phase 2, and Phase 3 when needed)
- Site Improvements Inspection Report
- Ability to Secure a Loan
- Appraisal
- ALTA/ACSM Land Title Survey

Conducting a proper due diligence is important - do it right the first time and you will sleep better! After all, your intended use of the property is of critical importance!

Announcements

We were flattered to be asked to submit an article to the Northwest Herald about commercial real estate which appeared in the May 30 issue of the Business Section. [Click here](#) to see the article.

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Resource

8 Tips For Leaving a Voice Mail Message

Leaving an effective voice mail is half the battle (the other half is getting past the gatekeeper, another issue altogether). Follow these eight tips and you'll be closer to that call back!

1. Speak Slowly and Clearly

This is easy; remembering to do it can be a challenge.

2. Leave Your Phone Number Twice

Often times the recipient doesn't get it the first time.

3. Spell Your Name

I know I always appreciate this - it prevents not getting your name correctly.

4. Be Quick - 60- Seconds Max

When your message is too long it often just gets deleted or ignored.

5. Give Your Message a Headline

A headline does two things: first, it allows the recipient to distinguish which calls are important and second it prevents the "delete" key from being pressed.

6. Be Specific With What You Want

Use a short numbered list or the equivalent of bullet points. Sometimes saying, "I have some information I think you'll be interested in is enough".

7. Avoid Thank You's via a Message

Thank you's should be delivered by mail - it will stand out!

8. Don't Leave Too Many Messages

If your calls aren't getting returned, try an email or a snail mail (US Postal Office).

[Forward email](#)

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