What Business Owners Need to Know Before Signing a Lease

Warehouse Leasing Checklist

Avoid costly mistakes, negotiate with confidence, and secure the right space for your business growth.

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Warehouses are the backbone of your business...

But one wrong lease decision can cost thousands each year!! This checklist is designed to help you avoid common mistakes and secure the best deal possible.

Top Mistakes to Avoid

- Underestimating space needs
- Overlooking hidden costs (NNN, CAM, insurance)
- Lack of negotiation experience
- Not leveraging a commercial broker’s expertise
- Ignoring truck access & clear height requirements
- Signing without negotiating tenant improvements

The Core Checklist Part 1: Property Needs

01

Define Space Requirements

- Current + 3–5 year growth projection
- Office vs. warehouse ratio
- Dock doors, clear height, truck access
- Parking & employee access

02

Location & Accessibility

- Proximity to customers/vendors
- Highway/interstate access (esp. I-35 corridors)
- Zoning & local restrictions

03

Physical Features

- Ceiling height
- Power supply & HVAC
- Safety/fire protection systems

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The Core Checklist Part 2: Financial & Lease Terms

01
Lease Terms & Negotiations

- Lease length & renewal options
- Tenant improvement (TI) allowances
- Sublease/assignment flexibility
- Personal guarantees or hidden clauses

02
Financial Considerations

- Understand base rent + NNN (triple net) + utilities
- Estimate total occupancy cost per month/year
- Factor in insurance & property tax escalations

03
Due Diligence

- Ceiling height
- Power supply & HVAC
- Safety/fire protection systems

Bonus Tools

Your Quick Guide to Smarter Warehouse Leasing

Simple rules of thumb to calculate how much space your business may require. Always confirm with your broker based on your specific operations.

Usage	How to Calculate
Office Space	# of employees × 250 sq. ft. each
Warehouse Storage	# of pallets × 15 sq. ft. each
Loading & Unloading Area.	# of truck bays × 1,000 sq. ft. each
Future Business Expansion	Add 20% buffer for growth

Hidden Costs Worksheet and Market Insights. Avoid being surprised by expenses beyond the base rent.

Cost Category	Typical Range	Your Budget
Security Deposit	1-3 months rent	$
Insurance Requirements	$2–5 per sq ft annually (varies by use)	$
Common Area Maintenance (CAM)	$1–3 per sq ft annually (location-based)	$
Property Taxes (NNN)	$0.50–2 per sq ft monthly (higher for HVAC/industrial)	$
Utilities & Trash	Varies by lease (HVAC, roof, systems)	$
Maintenance & Repairs	Varies by lease (HVAC, roof, systems)	$
Other Costs (Signage, Move-in, Legal)	Case by case	$

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Contact Information

Schedule a Free Consultation

Let's discuss your warehouse needs and uncover opportunities you may not have considered. As your Buyer/tenant rep, I help you save time, avoid costly mistakes, and negotiate the best deal at no cost* to you.

BOOK NOW

Join the Off-Market Investor List

Want exclusive access to off-market warehouse deals and potential investment opportunities? Sign up to receive monthly updates and deals before they hit the market.

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*Usually, 95% of the landlords are willing to pay for buyer/tenant agent compensation