

Nicholas D. Arterburn
First Vice President

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February 7, 2013

Columbus Downtown, Inc.
PO Box 1849
Columbus, IN 47202-1849

Via Email: *Enter email address if available*

RE: USPS Columbus Main Office Parking 2 – 171782-007
401 Jackson Street, Columbus, IN 47201

Dear Heather Pope:

On behalf of our client, The United States Postal Service, we are pleased to present the following proposal to renew its lease for space at the subject property for consideration. We appreciate your cooperation and look forward to working with you. Please see the proposed terms below.

AREA: 75 parking spaces

TENANT: United States Postal Service

TERM: Five (5) years

COMMENCEMENT DATE: 10/1/2013

BASE RENTAL RATE: \$67,500.00/year for 75 parking spaces

TERMINATION OPTION: The Postal Service may terminate this Lease at any time by giving 180 days' written notice to the Landlord.
If not then...

If the Postal Service elects to terminate the lease as per the termination clause of this lease, then the Postal Service agrees to pay the Landlord an amount equal to the unamortized portion of the real estate brokerage commission paid to CBRE.

RENEWAL OPTION: Landlord shall provide one (1), five (5) year renewal option at an annual rent of \$71,000/year.

LEASING COMMISSION: In the event Landlord and Tenant fully execute a renewal amendment Landlord agrees to pay Tenant's representative a leasing fee representing 3% (\$10,125.00) of the lease value payable at execution. A commission agreement will be provide upon receipt of an accepted proposal.

QUALIFICATION/ DISCLAIMER: This proposal represents an outline of the basic terms and conditions which terms and conditions shall remain open for acceptance by Landlord until 2/26/2013 unless earlier terminated by Tenant. The general responsibilities of the parties shall remain the same as the current lease.

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DOCUMENTS REQUESTED: Please provide the following documents with an accepted proposal:

- General Warranty Deed (recorded)
- W9
- Enabling Resolution (Corporate Authority)

If the terms of this proposal are acceptable please sign where provided below. Upon receipt of this letter with your counter signature, the Postal Service will draft lease documents for your review. If you have any questions on this proposal please contact me to discuss.

Sincerely,
CBRE, Inc.



Nick Arterburn
First Vice President

cc: Jennifer Ware, Transaction Manager
GCS – United States Postal Service

Approved and Accepted:	

By: _____	
Its: _____	
Date: _____	

USPS lease

Commencement	Termination	Term	Renewal	Spaces	Hours	Annual Fee	Rate per Space Annually	Rate per Space per Month
10/1/2008	9/30/2013	5 years	None	75	24/7	\$ 72,000.00	\$ 960.00	\$ 80.00

Present Lease

Gross Revenue over Term of Lease **\$ 360,000.00**

Proposed

10/1/2013 9/30/2018 5 Year 1 - 5 yr 75 24/7 \$ 67,500.00 \$ 900.00 \$ 75.00

Gross Revenue over Term less Comm. **\$ 327,375.00**

Net change to City over Term **\$ (32,625.00)**

The draft of the proposed lease also carries with it a commission to be paid by the landlord, CRC in the amount of 3% of the gross contract or \$10,125.00, \$2025 Annually or \$2.25 per space per month