OLD TOWN PROPERTY/BUSINESS/SPACE INVENTORY

Address of property: _____

Historic or Identifying Name: _____

Property Owner: _____
Address/Phone #: _____

Business Owner: _____
Daytime Phone: _____

Name of realtor handling sale or lease: _____
Address/Phone #: _____

Square footage of sales/operating space:
First floor _____ Second floor _____ Third floor _____

Square footage of storage/unused space:
First floor _____ Second floor _____ Third floor _____

Current use: _____

Is property for:
Rental: Y ____ N ____ If yes, rental per square foot: $_____ Monthly $_____
Lease: Y _____ N ____ If yes, length or term of lease: _____

Will you renovate to suit tenant? Y___ N___ Has property been recently renovated? Y __ N __

Amenities: (check all that apply)
HVAC _____
Utilities _____ (included with rent? _____)
Rear entrance _____ Front entrance _____
Parking _____
Display window _____
"Smart Building" (computer hook-ups) _____
Handicapped accessible _____
Other _____

Is property for:
Sale: Y ___ N _____ If yes, sale price: $_____

Is business for:
Sale: Y ____ N _____ Asking price $ _____
(If property is leased, is the lease guaranteed with sale of business Y _____ N _____)

Business description: _____

Would you like the Old Town Development office to make this information available to potential tenants or buyers? Y _____ N _____

Date: _____ Property Owner/Agent: _____

Return to Old Town Development Board, 2 North Cameron Street, Suite 100 Winchester, VA 22601
or fax to: (540) 722-7570