

Leasing from a Tenant Perspective

The Tenant's Advantage

Training Course- Leasing

Commercial Leasing from a Tenant Perspective

When & Where?

Date	Duration	Venue
26 March 2019	1 Day	Level 3; 16 O'Connell Street; Sydney; NSW 2000
23 July 2019	1 Day	Level 3; 16 O'Connell Street; Sydney; NSW 2000
22 October 2019	1 Day	Level 3; 16 O'Connell Street; Sydney; NSW 2000

Why attend?

People that represent tenants and occupiers in their real estate requirements will be better positioned to make and implement leasing decisions.

Who should attend?

Anyone from your organization that makes leasing decisions or manages a lease portfolio including General Managers, Property Managers, Facility Managers, and Lease Administrators.

What does the course cover?

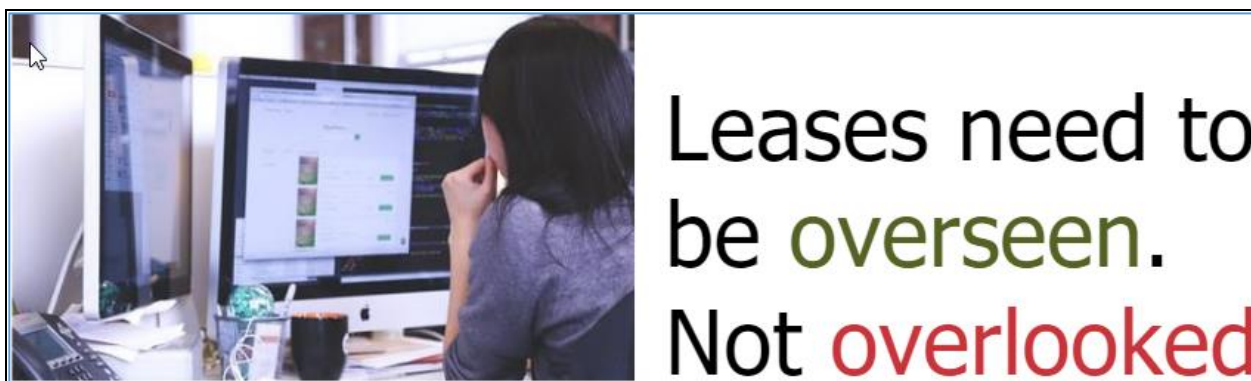
- ✓ The inherent conflict of interest between property owners and tenants
- ✓ What tenants need to look out for and what makes for a tenant friendly lease
- ✓ Clauses in commercial real estate leases that tenants should pay attention to
- ✓ Lease management and portfolio planning
- ✓ Ensuring a tenant never enters a bad lease, never misses a critical date, and never over-pays

What will you learn?

- ✓ You will gain insight into leases and leasing decisions from a tenant perspective
- ✓ You will develop a keen eye for those lease clauses and lease terms that are critical for a tenant
- ✓ You will see how the lease is the key performance indicator of lease management competence
- ✓ You will gain insight into lease administration and lease management
- ✓ You will become familiar with using a cloud base lease and transaction management application

What is the cost of the training?

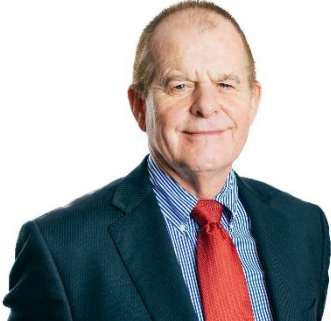



\$1,475 per person excluding gst. The fee includes tuition, teas, and lunch.



Course Program

TIME	SESSION	Purpose
08h00	Coffee	
08h15	Welcome & Introductions <ul style="list-style-type: none"> ▪ Course Outline ▪ Course Objectives 	<ul style="list-style-type: none"> ✓ Introductions ✓ Orientation
08h30	The Tenant's Perspective <ul style="list-style-type: none"> ▪ Landlord interests v Tenant Interests ▪ The balance of power in the industry ▪ Shifting the Balance of power ▪ The lease is the KPI 	<ul style="list-style-type: none"> ✓ To understand the owner / investor conflict ✓ To be able to better represent tenant interests ✓ To be able to assess lease outcomes
09h00	A Closer Look at a Commercial Lease <ul style="list-style-type: none"> ▪ Types of commercial leases & deals ▪ Common lease terms ▪ The obvious items & less obvious items ▪ Face rent, incentives, & effective rent ▪ Outgoings & exit obligations 	<ul style="list-style-type: none"> ✓ To build awareness of the 'less obvious items' ✓ To build a checklist for a 'good' lease ✓ To be able to conclude better leases
09h45	The Tenant's Perspective- Workshop 1 <ul style="list-style-type: none"> ▪ Can your firm's leases be improved? ▪ Learning from past mistakes? ▪ Getting out of trouble? ▪ Shifting the Balance of power? 	<ul style="list-style-type: none"> ✓ To identify shortcomings in your current leases ✓ To note actions that counter these shortcomings ✓ To improve your lease management outcomes
10h15	Tea	
10h30	Good businesses have good leases <ul style="list-style-type: none"> ▪ Start with clear business objectives ▪ From objectives to needs analysis ▪ From a lease requirement to options ▪ Evaluation, leverage & the HOA ▪ Execution of a tenant friendly lease 	<ul style="list-style-type: none"> ✓ To highlight the need for clear lease objectives ✓ To explore opportunities for leverage ✓ To better align leases with business needs
11h15	Good businesses & good leases – Workshop 2 <ul style="list-style-type: none"> ▪ Update your accommodation objectives? ▪ Developing an accommodation brief? ▪ Generating options? ▪ Evaluation, leverage & the HOA? ▪ Execution of a tenant friendly lease? 	<ul style="list-style-type: none"> ✓ To relate lease requirements to business needs ✓ To practice the development of a brief ✓ To identify current leverage opportunities
12h00	Lease Management Fundamentals <ul style="list-style-type: none"> ▪ Lease Abstraction ▪ Critical Date Management ▪ Managing Lease related OPEX CAPEX ▪ Transaction & Portfolio Management 	<ul style="list-style-type: none"> ✓ To highlight the need for lease management ✓ To know what to focus on ✓ To evaluate your current lease management
12h45	Lunch	
13h30	Utilising a Lease Management System <ul style="list-style-type: none"> ▪ Lease Abstraction & Database Set-up ▪ Setting up Alarms & Alerts ▪ Reporting & Report generation ▪ Project planning for a lease event 	<ul style="list-style-type: none"> ✓ To help set up a lease management system ✓ To set up with specific reports in mind ✓ To link lease management with transactions
14h15	Lease Management & Transactions <ul style="list-style-type: none"> ▪ Rent Review ▪ Outgoings validation ▪ Evaluating an option ▪ Stay or go 	<ul style="list-style-type: none"> ✓ To help extract value from diverse lease events ✓ To introduce valuation models ✓ To help attendees draft a recommendation
15h00	Tea	
15h15	Negotiating Skills & Leasing <ul style="list-style-type: none"> ▪ Common mistakes ▪ Negotiating essentials ▪ Focus on the important ▪ More than the face rent 	<ul style="list-style-type: none"> ✓ To reinforce the basics of lease negotiation ✓ To identify common lease negotiation errors ✓ To know what to focus on
16h00	Panel and Wrap up <ul style="list-style-type: none"> ▪ Q & A ▪ Wrap up by each attendee & panel ▪ Course closure 	<ul style="list-style-type: none"> ✓ To table queries ✓ To summarise
16h30	Depart – End of Day	

Presenters (We draw on our team of professional advisers to present)

<p>Geoffrey Learmonth</p>  <p>Geoffrey founded LPC over 20 years ago. He is a sought-after adviser to tenants and occupiers and is a registered valuer. He is an associate of the Australian Property Institute and an Associate of the Real Estate Institute of Australia.</p>	<p>Julian Kurath</p>  <p>Julian Kurath is a Director of LPC Cresa and is responsible for a range of transaction management services and lease management activities. Julian completed a Bachelor of Property Economics from UTS in 2002.</p>
<p>Ken Lam</p>  <p>Ken is a Director of LPC Cresa. He has held various roles as a valuer, corporate real estate consultant and an acquisition manager. Ken is a qualified valuer and he holds a Masters in Property Development.</p>	<p>Gillian Heath</p>  <p>Gillian joined LPC Cresa in 2006, after completing a Bachelor of Business in Property Economics at UWS. Gillian has oversight of the firm’s portfolio management and lease management services.</p>

Disclaimers: LPC Cresa Training workshops are intended to provide training and general information. They should not be relied upon as professional advice. LPC Cresa reserves the right to postpone, cancel or alter the training sessions as required. If workshop cancellation is necessary, we’ll attempt to contact registrants at least one week before the training to arrange a refund or credit position. LPC Cresa accepts no responsibility for any travel, accommodation or other consequential losses which may be incurred.

Privacy policy: LPC Cresa is committed to ensuring your privacy. We will use your personal information for the following purposes: providing services to you; responding to your inquiry; marketing our services, administering, and operating our online subscriptions.

Registration Options

Register online at <https://lpc.com.au/lease-management-course/> or complete this registration form and email it to training@lpc.com.au. For further information, please contact Julian Kurath or Ken Lam on +61 2 9235 1300 or email training@lpc.com.au

Registration Form

Personal Details	First Name	
	Surname	
	Organisation	
	Job Title	
	Phone number	
	Email	
Course Details	Course Name	Leasing from a Tenant Perspective
	Course Date	
	Course venue	
Training Investment	Number of Attendees	
	Price per Attendee GST (See *)	
	Total Price including GST	
Payment by Credit Card	Credit Card Vendor (Visa or Mastercard)	
	Credit Card Holder	
	Credit Card Number	
	Expiry Date	
	Signature	

Payment can also be made by:

- EFT:
 - Account Holder - LPC Australia Pty Ltd
 - Bank – Westpac
 - Bank Account Type - Business Cheque Account number
 - Bank Account Number - 172811
 - BSB – 032102

*Course Fees:

- \$1,475 (Includes GST) per person
- \$1,275 (includes GST) per person if booking two weeks before the workshop
- \$1,200 (includes GST) per person if there are 2 or more attendees from the same organisation
- The following charges apply to cancellations and no shows:

Cancellation date range	Cancellation charges
15 or more days	Full refund or a credit position at a future workshop.
15 days or less, including no shows	The full cost of the workshop will be charged.