

Commercial Readiness Checklist

What to Have in Place Before Viewing Commercial Properties

Commercial real estate works best when key details are considered early. This checklist helps buyers, tenants, and sellers assess readiness before touring properties or listing a building.

1. Intended Use

- I have a clear understanding of the type of business or use planned for the space.
- I know whether the property will be owner-occupied, leased, or investment-focused.
- I understand my general space needs (square footage, layout, parking, access).

The intended use helps determine zoning compatibility and property type.

2. Zoning Compatibility

- I know what type of zoning my business or use typically requires.
- I understand that zoning varies by municipality.
- I am prepared to confirm zoning with the local municipality before proceeding.

A property's current use does not always match what is legally permitted.

3. Financial Readiness

- I have discussed budget, financing, or lease terms with a lender or financial professional.
- I understand that commercial financing and lease structures differ from residential.
- I have considered costs beyond price or rent (taxes, insurance, maintenance, utilities).

Commercial properties often involve additional financial considerations beyond the listed price.

4. Timeline & Flexibility

- I have a general timeline for purchasing, leasing, or selling.
- I understand that commercial transactions often take longer than residential.
- I am flexible if approvals, inspections, or negotiations extend timelines.

5. Professional Support

- I understand that commercial transactions often involve attorneys, lenders, and other professionals.
- I am prepared to consult appropriate experts as needed.
- I understand that not all questions can be answered before due diligence.

6. For Commercial Sellers (If Applicable)

- I have a general understanding of my property's zoning and permitted uses.
- I can provide basic property and lease information, if applicable.

- I understand that buyers may require additional documentation during due diligence.

If you're unsure how to answer some of these questions, a planning conversation can help identify next steps and connect you with the right resources before viewing properties or listing a building.

This checklist is intended for general planning purposes only and does not replace legal, financial, or municipal guidance.



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