



MassEcon

Location is everything.

101 Walnut Street, Watertown, Massachusetts 02472 • (617) 924-4600 • www.massecon.com

PROSPECT INQUIRY FORM

Date _____

(✓ *all that apply*)

☐ Help me find a site

☐ Help me research Massachusetts

Completed by _____

Source of Referral _____

Prospect

Company _____

Contact _____ Title _____

Address _____

Phone _____ E-mail _____

Website _____

Company Profile

Industry _____

HQ Location _____

(i.e. Primary products/services)

Current Employees _____

New Employees at Site _____

Occupational Skills Required _____

SITE FINDING Sites Needed by _____

Agent (Must be Exclusive Tenant Representative or company representative)

Company _____

Contact _____ Title _____

Phone _____ E-mail: _____

Intention (✓ *one for each bullet point*)

- | | | | |
|-----------------------|--------------------|------------------------------|---------------------|
| • Relocation _____ | Expansion _____ | Start-up _____ | Consolidation _____ |
| • Lease _____ | Buy _____ | Lease or Buy _____ | |
| • Building _____ | Land _____ | Building w/Land _____ | |
| • Single tenant _____ | Multi-tenant _____ | Single or Multi-tenant _____ | |

Desired Occupancy Date: (mm/dd/yy) _____

Preferred Locations _____ On Port (Y/N) _____

Specific Interstate Access _____ On Freight Rail (Y/N) _____ On Public Transportation (Y/N) _____

Uses at Site (✓ *all that apply*)

Warehouse _____	Assembly _____	Distribution _____	Manufacturing _____
Office _____	R&D _____	Lab Space _____	Other _____

Property Specifications**If Building:**

	<u>Minimum</u>	<u>Maximum</u>
Total Building Size	_____	_____
(Specific Needs)		
SF Manufacturing	_____	_____
SF Warehouse	_____	_____
SF Office	_____	_____
SF R&D (or Lab)	_____	_____
Required Ceiling Hgt.	_____	_____
# of Parking Spaces	_____	_____
# of Loading Docks	_____	_____
# of Floors	_____	_____
On-site septic ok?	_____	_____
Heavy Power (yes/no)	_____	Description of Heavy Power Needs _____

If Land:

	<u>Minimum</u>	<u>Maximum</u>
Total Acreage	_____	_____
Planned Build-out (SF)	_____	_____
Please add any additional comments or needs	_____	

REFERRALS TO EXPERTS

- | | | |
|---|-------------------------------------|---|
| <input type="checkbox"/> Construction | <input type="checkbox"/> Legal | <input type="checkbox"/> Incentives |
| <input type="checkbox"/> Real Estate services | <input type="checkbox"/> Accounting | <input type="checkbox"/> Engineering |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Finance | <input type="checkbox"/> Government Relations |

RESEARCH Needed by _____

- ☐ Business Environment _____
- ☐ Competitors _____
- ☐ Education levels of workforce _____
- ☐ Incentives _____
- ☐ Industry Profiles _____
- ☐ Municipal Contacts _____
- ☐ Peer to Peer networking link _____
- ☐ Permitting _____
- ☐ Quality of Life _____
- ☐ State to State Comparisons _____
- ☐ Taxes _____
- ☐ Transportation _____
- ☐ Utilities _____
- ☐ Workforce _____
- ☐ Zoning _____

Send back to: **dkehlhem@massecon.com**

CONFIDENTIAL INFORMATION

All company requests remain confidential as a matter of policy.