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Property brief

Upskilled Pty Ltd

6 July 2018



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Property brief

Friday, 6 July 2018

Dear Agent,

Re: Upskilled Pty Ltd – office requirement – Sydney

Tenant Representation Services Pty Limited (TRS) has been appointed as Tenant Advocate by Upskilled Pty Ltd to search and secure office accommodation for their Sydney based operations.

Client request

Upskilled Pty Ltd has strictly requested that any parties in the design or construction industry who wish to potentially participate in this project are to contact TRS directly.

Any party failing to comply with Upskilled Pty Ltd's instruction will not be provided with an opportunity.

Property brief

There are seven sections to the Property Brief:

1. Existing Property Details
2. About Upskilled Pty Ltd
3. Property Requirement
4. Agent's Procedures
5. Consultant's Fees
6. Submission Procedures
7. Key Contact

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Existing property details

Upskilled Pty Ltd currently occupies:

- Property : 657 Pacific Highway, St. Leonards
- Area (Sqm) : approx. 459.5Sqm NLA
- Level(s) : 3
- Lease Expiry : 30/04/2019

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Property brief

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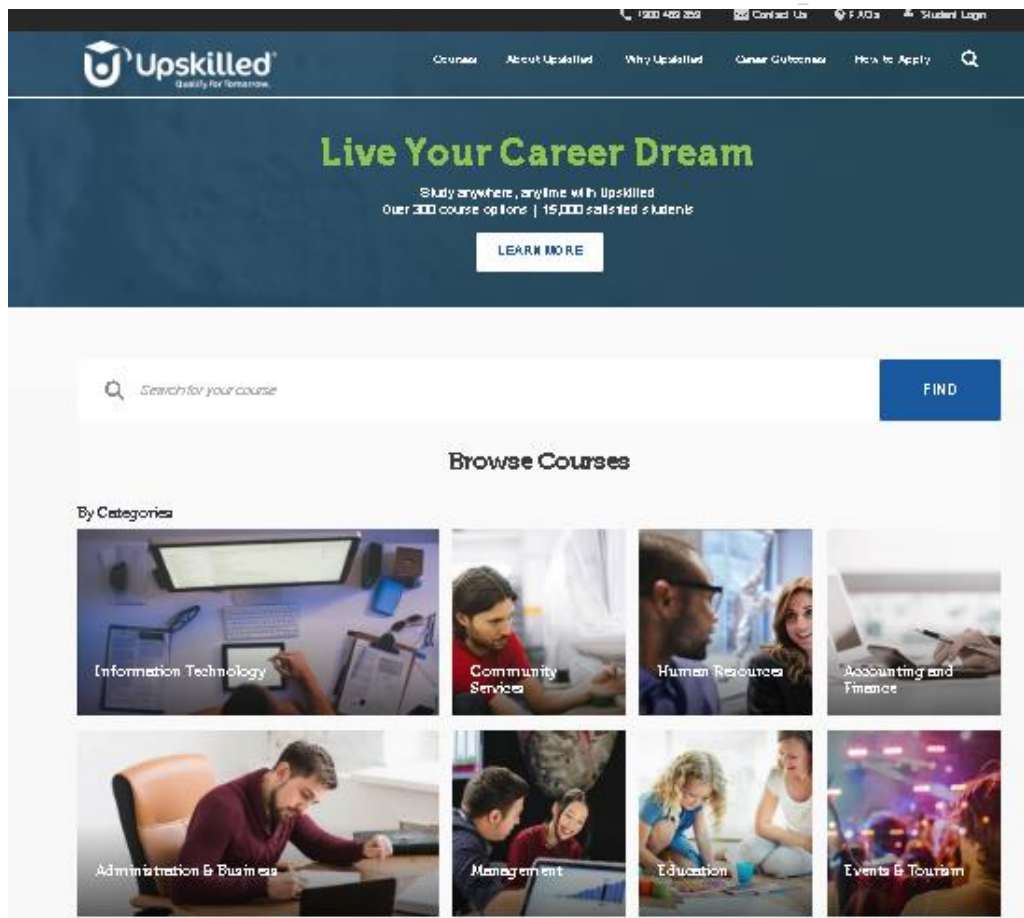
About our client

Upskilled is a leading Registered Training Organisation (RTO) that innovates the effective and efficient delivery of vocational qualifications and short courses to working professionals, job seekers and school leavers. As one of the largest RTOs in Australia, we partner with businesses and career-minded individuals to secure superior measurable outcomes.

What do we do?

A leader in outstanding vocational qualifications and online short courses, Upskilled has innovated the flexible online delivery of education and training for professionals and motivated job-seekers alike. Upskilled is also well versed with the framework of Government Funding & Incentive schemes that exist to help meet skills shortages in the Australian workforce and assist with making study affordable.

For further information please refer to their website: <https://www.upskilled.edu.au>





Property brief

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Property requirements

Our client's property requirements are set out as follows;

- **Area** Approximately 700 to 850 Sqm NLA (subject to space planning).
- **Grade** A / B
- **Location** St Leonards, North Sydney, Southern CBD, Inner City, Fringe & Surry Hills
- **Amenities** Retail and Cafes in close proximity
- **IT** Standard provisions
- **Expansion** Right of first refusal over adjacent / contiguous space would be advantageous.
- **Lease Start** 1 May 2019
- **Lease Term** Minimum Three (3) years to Five (5) years
- **Lease Type** Direct Leases, Sub-Leases and Assignments will be considered provided the required term is met.
- **Signage** Will Consider
- **Configuration** Preference for a single floor. High quality fitted out options considered – please supply a floor plan or photos to support your nomination. Outdoor break-out space / area's advantageous
- **Public Transport** Must be within 600m of train station
- **Car Parking** 5 Spaces
- **Security** Quality provisions
- **Access for fit out** Three months prior to Lease Start



Property brief

4 Agent's procedures

Agents submitting property details must have valid instructions from the respective building owners. Any Agency disputes that arise from duplicate submissions will be referred to the landlord for resolution.

5 Consultant's fees

Upskilled Pty Ltd will pay TRS directly.

6 Submission procedures

TRS would request that proposals that meet with our client's requirements be submitted by **Close of Business on Friday, 20 July 2018** to secure inspection timing. Submissions should be emailed to nominations@tenantrep.com.au and contain the following as a minimum:

- Building and address / building owner
 - A brief description of the building and size of the premises
 - Availability date and brief financial parameters
 - The nature of the Agency appointment
-

7 Contact

Conor Whiting
02 8243 6744
nominations@tenantrep.com.au

We look forward to receiving your submissions and appreciate your co-operation towards a successful solution for our client.

Yours sincerely

Mark McGrath MRICS
Tenant Representation Services Pty Ltd