



MEMO

TO: BOISE BROKERS

FROM: Jeffrey Lowden – 1 800 891 5086

RE: The Waterfront Boise

Date: March 2008

PAGES: 6

We wanted to make sure you have accurate information on what we are doing at The Waterfront. Attached are the Quarterly Newsletter, Tenant Application and the Broker Incentive Flyer that we sent out a few weeks back.

Earn up to 5%* commission.

- See terms and conditions on Broker Incentive Flyer Attached.

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In order to move much more efficiently and sign deals, we have come up with an easy way for you to get paid the **FULL COMMISSION** and take all the paperwork and headaches out of the process.

1. You Register Your Tenant Prospect with us.
2. Tour the building – We have people on property daily to assist and can tour with you and/or your client.
3. Fills out the Tenant Application and Fax it to us – ATTACHED
4. LOI is prepared in our office or you can prepare and send to us.
5. Once LOI is signed and accepted we prepare the Lease.