

Date_____

TO: Prosper Portland
Attn: William Thier, Real Estate Manager
220 NW Second Avenue, Suite 200, Portland, OR 97206

RE: Letter of Interest to Lease
Mason Ehrman Annex
208 NW 5th Avenue, Portland OR 97209

The following proposal outlines the terms and conditions under which Tenant (see below) would consider entering into a lease.

Landlord: Prosper Portland

Tenant Name: _____

Tenant Address: _____

Business/DBA Name: _____

Guarantor: _____

Use: The space will be utilized for

Premises: 208 NW 5th Ave, Portland OR 97209. As depicted in Exhibit A.
CHECK ALL BOXES THAT APPLY.

- ☐ Approximately 9,900 square feet located in the basement
- ☐ Approximately 9,900 square feet located on the 1st floor
- ☐ Approximately 9,900 square feet located on the 2nd floor

Initial Lease Term: CHECK ONE BOX ONLY

- ☐ Five (5) years
- ☐ Seven (7) years
- ☐ Ten (10) years

Rent Commencement:	Upon Execution of Lease Agreement
Rent Schedule:	Base Rent of \$_____ per month + NNN Charges as Additional Rent. Base Rent will increase by 3.0% on each anniversary of the Rent Commencement Date.
NNN Charges:	In addition to Base Rent, Tenant will be responsible for Additional Rent based on its prorated share of property taxes, insurance, and operating expenses for the leased premises. Operating expenses include but are limited to maintenance, utilities, security, janitorial, management and administration fees, and other maintenance and repair responsibilities under the lease performed by the Landlord. All NNN charges used to calculate Additional Rent will be reconciled at the end of each fiscal year (July 1 through June 30), and the tenant will either receive a credit if the actual prorated expenses were less than what they paid, or Tenant will be required to pay the additional amount to cover their proportionate share of the actual expenses. Landlord estimates Additional Rent during the initial year of approximately \$8.50 per square foot.
Abated Rent:	Tenant will not be required to pay Base Rent until month _____. However, Tenant will pay Additional Rent during the abated period.
Security Deposit:	Tenant will pay to Landlord upon the execution of a lease, a security deposit equal to the first and last month's Base Rent, which will be refundable under the terms of the lease.
Renewal Option:	Tenant will have one (1) five (5)-year renewal option. To execute the option, Tenant must provide landlord with no less than six (6) months prior written notice. Base Rent for the renewal period will be the then fair market rent, but in no event less than 110% of the previous year's Base Rent.
Parking:	Tenant acknowledges that the property has rights to monthly parking in an adjacent garage, at current market rates, to be

coordinated and executed by the Tenant through a separate agreement with the parking operator.

Landlord Work: Landlord will deliver the space with all major systems of the building in good working order and sound condition, such as roof, structure, foundation, electrical, plumbing, mechanical, HVAC systems, etc., in good working condition.

Improvement Allowance: Landlord to provide an Improvement Allowance not to exceed \$____ per square foot, which will be disbursed upon completion of improvements made by Tenant's contractor subject to all applicable codes and other legal requirements and after providing Landlord with paid invoices, lien waivers and any other documentation reasonably requested by Landlord. Prior to installing any improvements or alterations, Tenant must first supply Landlord with its improvement plans for Landlord's approval, which will not be unreasonably withheld or delayed but may be reasonably conditioned. Landlord will assign a point of contact to monitor tenant improvement progress.

Disclosure: Landlord warrants that they have dealt with no real estate broker in connection with this transaction. Tenant warrants that they have dealt with no other real estate broker in connection with this transaction except _____ with _____.
Landlord agrees to pay Tenant's Representative a 3.0% brokerage commission on total Base Rent over the Initial Term. Tenant is solely responsible for any other commissions or fees owed to any other Broker engaged by Tenant in connection with this transaction, and Tenant must indemnify and defend Landlord against any claims from such additional Brokers.

Non-Binding Proposal: The Landlord and Tenant acknowledge that the above-referenced items are non-binding and impose no obligations or liabilities on behalf of either Party. These terms cover only the basic business terms and other material terms and conditions have not yet been discussed or agreed upon. The terms and conditions referred to above may be incorporated in a binding Lease Agreement to be executed by the Parties at a later date.

This proposal will expire on August 10, 2026.

Tenant Signature

Tenant Name

Date

Landlord's signature below indicates only tentative acceptance of Tenant's proposed terms for the limited purpose of beginning due diligence, which may or may not culminate in the preparation of a Lease Agreement that would bind the Parties upon its execution.

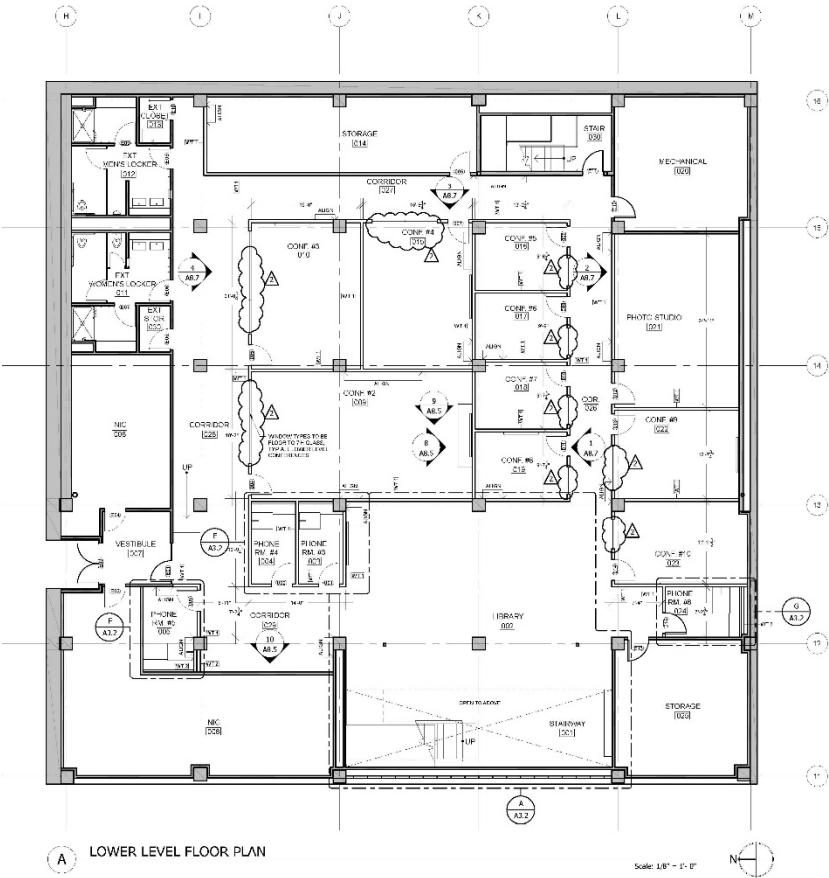
Landlord Signature

Real Estate Manager, Prosper Portland

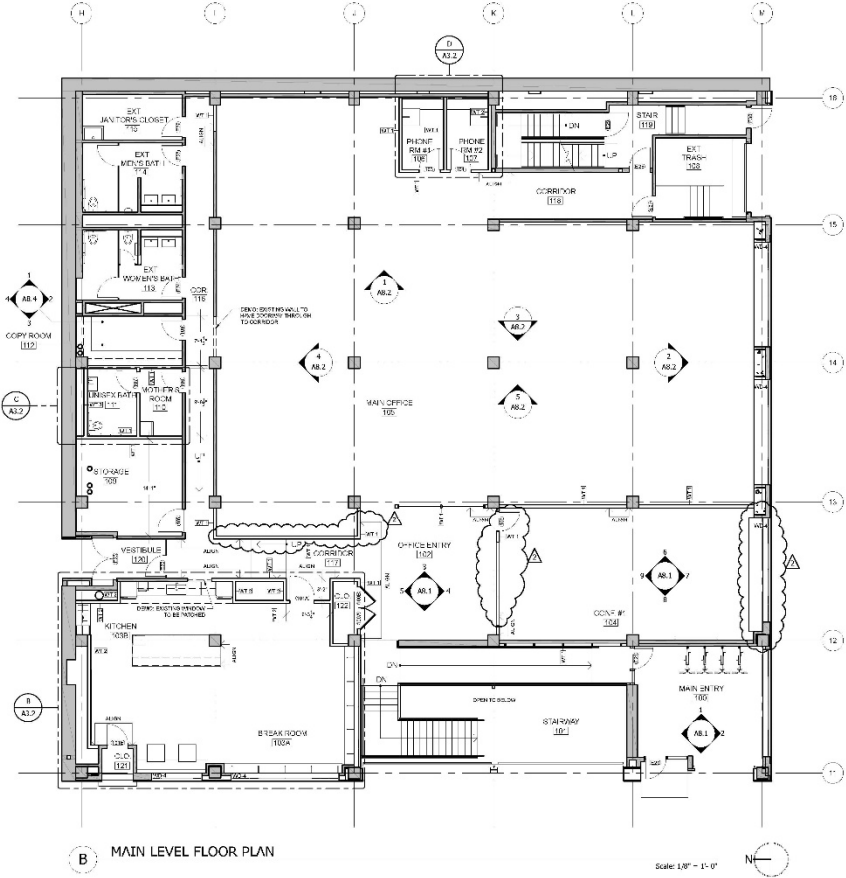
Date

Annex, Basement

Annex, 1st Floor



- GENERAL NOTES:
1. ADD THE FACE OF ALL FINISHES THROUGH-OUT TO MATCH ANY EXISTING FINISHES.
 2. DURING LIFT-UP, ITEMS TO BE SALVAGED FOR REUSE, THROUGH-OUT, ARE NOTED ON THE RCP.
 3. REMOVE EXISTING CEILING MOUNTED PANS (A.T. SOLID-OUT PROVIDE A LOOK NO FOR ALL WALL-MOUNTED CASEWORK THROUGH-OUT).
 4. DIFFERENTIALS BETWEEN FINISHED FACE UNLESS OTHERWISE NOTED.



CASEWORK LLC

910 SE BROAD ST
PORTLAND, OR 97214

CONTACT INFO:
TEL: (503) 912-1845
EMA: L.cassey@caseworkllc.com
WWW: caseworkllc.com

NOTE:
A. ALL FINISHES ARE TO BE MATCHED
TO EXISTING FINISHES UNLESS
OTHERWISE NOTED. THE
FINISHES ARE TO BE MATCHED
TO THE EXISTING FINISHES
UNLESS OTHERWISE NOTED.

ADDENDUM
SET #2

SHEET TITLE:
LOWER & MAIN LEVEL CONSTRUCTION PLAN

SCALE:
1/8" = 1'-0"

PROJECT INFO:
WORK: B. C2
200 NW 7TH AVE
PORTLAND, OR 97209

DATE:
10.26.2017

REV:
SIT #2

SHEET NUMBER:
A3.1

[illegible]

	PURIFIED TISSUES
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113 CEMAIN ST.
SUITE 300
PORTLAND, OR 97214
503-266-1001
WWW.WINSTONWIST.COM

PROJECT
Made in OldTown
300 NW 6th Ave
Portland, Oregon 97209

NOT FOR CONSTRUCTION

DRAFT CD SET
08-24-2025

99%	0.4%	100%
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LEVEL 02 -
FLOOR PLAN

REG. NO. 16	2425
ENCL. NO.	Author
DATE	Quarter
REMARKS	

A1.02