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# Here for you

We spend approximately 33% of our life at the office. At Knight Frank we believe that property is more than just a place to work and we hope this document reflects our attitude towards how you engage with workplace and the process of achieving this.

Organisational performance and success are linked to the space you provide your employees; this means that the space provided needs to be fit for purpose. Ultimately your place of work reflects your brand, your energy and your integrity; it needs to be a place of both inspiration and sanctity. We embody these principles in our own portfolio.

Our proactive and focused approach to representing tenants is based on our ability to identify and pre-empt challenges. Operating in locations where our clients need us to be, we provide a worldwide service that's locally expert and globally connected.

We understand real estate and how it impacts your business. 55

entation

Our services

# Tenant representation at our core

We work in partnership with you to understand your brand and your ambitions, reviewing and providing advice on property decisions that best meet your needs.

We understand that your office is more than just a space to operate your business from. You need a workplace that attracts talent and reflects who you are, allowing your organisation to flourish. Our tenant focussed specialists know their markets and can deliver a real estate solution that is both financially astute and operationally inspiring.

We have both local and global track records that reflect the diversity of businesses we have partnered with when creating the perfect solution.



Acquisitions and disposals-leasehold and freehold

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Lease advisory, rent reviews and lease renewals

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Asset management

# Here every step of the way

We have developed a process for representing occupiers that, together with your own business drivers, provides structure and accountability.

Providing the link between your people, your space and your business. 🗦



This process is designed to be approachable, flexible and meet your needs at every stage; from the outset expectations are aligned and the communication plan is clear.

Every project has its own unique challenges and outcomes; through our experiences we have the ability to overcome obstacles and provide you with optimal solutions. The advice we give you is founded upon our market knowledge, in-depth financial analysis and our natural ability to evaluate options from your perspective. The approach we take is tried and tested and designed to deliver.

# Strategy phase

#### Analyse existing data $\mathbf{O}$

#### Review current occupied space and its use

- Examine current lease terms and liabilities for lease exit
- Consider current headcount
- Renegotiate existing lease(s)

02 options

- Investigate reconfiguring existing space
- Research relocation options
- Compare lease vs. purchase options

**Consider strategic** 

#### 03 **Review location** parameters

Consider staff and cilent locations

Investigate competitor locations

- and costs
- Undertake travel studies
- Compare budget costs

# **Transaction** phase

## 06 Review market availability

#### - Agree search criteria

- Launch search to marketplace
- Report on availability
- Present "off-market" opportunities

#### **7** Short-listing of options

- Grade all options
- Agree longlist for inspection
- Inspect longlist options
- Review options and agree shortlist

## **O4** Define space requirements

- Review headcount growth potential
- Consider space types, including special requirements
- Establish space standards per person



- Review key forthcoming lease dates, including breaks and expiries
- Establish lease negotiation timescale
- Consider market rent forecasts
- Review and develop fit-out programme forecasts

## 09 Heads of Terms (HoTs)

- Negotiate detailed HoTs
- Review counter offers
- Provide ongoing financial analysis
- of proposed terms - Agree detailed HoTs on preferred location
- Instruction of lawyers
- Assist with legal due diligence
- Attend legal meetings
- Ensure the HoTs are reflected in legal documentation



Tenant

representation

Our services

#### Issue request for **08** proposal (RFP)

- Agree preferred transaction structure
- Issue RFP to shortlisted options
- Review RFP responses
- Undertake initial financial analysis of shortlist

#### Legal negotiations

# Lease advisory

By aligning your long term occupational strategy with your lease, you can accommodate change and mitigate risk. Our technical proficiency with the practical implications of lease clauses, coupled with our knowledge of local property market dynamics and landlords' objectives, means we can identify opportunities and provide insight to enhance your lease terms. Our lease advisory teams achieve cost-savings by supporting your business on:



Lease consultancy advice



Lease restructuring



People

Offices

Countries

# Here & there

Operating in locations where our clients need us to be, we provide a worldwide service that's locally expert and globally connected.

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#### **Europe** Austria Monaco Belgium Netherlands Cyprus Poland Czech Republic Romania France Russia Germany Spain Ireland Switzerland UK Italy

Americas

Argentina Brazil

Canada

Colombia

Dominican

Puerto Rico

The Caribbean

Republic

Mexico

Peru

USA

Chile

### Africa

Botswana Kenya Malawi Nigeria Rwanda South Africa Tanzania Uganda Zambia Zimbabwe

#### Asia

Australia Cambodia China Hong Kong India Indonesia Japan Malaysia New Zealand Philippines Singapore South Korea Taiwan Thailand

#### Middle East\*

Saudi Arabia United Arab Emirates Abu Dhabi Dubai

\*Knight Frank Middle East works across the GCC including Bahrain, Kuwait, Qatar, and Oman.

Knight Frank is an independent partnership and we pride ourselves on building strong relationships with our clients, always focussing on their business needs and ensuring that we deliver above and beyond our clients' expectations.



Partner Matthew Dadd, *mrics* 

G.C.C. Tenant Representation

Matt is an expert in the commercial property market in the UAE, he has worked in Bahrain, Abu Dhabi and Dubai for nearly nine years. Matt's knowledge of the market and the landlords give him notable ability to construct a deal for tenants.

#### Market insight

Despite lower oil prices in recent years, construction work continued across various sectors in Abu Dhabi. Demand is expected to remain low in the coming years, with little new prime office construction planned. Meanwhile, Dubai has established itself as a key international hub with an economy spanning various sectors. With a growing supply of offices meeting international standards, and various offshore free zones, it is now the regional home for various corporate headquarters.



Surveyor Matthew Reason, *MRICS* 

United Arab Emirates Tenant Representation

Matthew works within the commercial leasing department for Knight Frank in Dubai, where he has built strong, prosperous relationships with key tenants throughout the emirate. Matthew regularly advises on occupational leasing strategies and suitable developments.

#### Market Insight

Developers continue to deliver new Grade A office buildings across Dubai which is providing international occupiers with more opportunities to meet their business needs. The improving specifications are critical to raising the overall market offering which will attract more corporates to make Dubai their regional headquarters.



#### Partner Stefan Burch, *mrics*

Saudi Arabia Tenant Representation

Stefan leads our team and advises corporate, private and public sector clients on their strategic commercial real estate requirements across Saudi Arabia.

#### Market insight

The Saudi Arabian market has been characterised by a lack of Grade A space, with many occupiers owning their premises.

As a result, occupancy in headline schemes is high. Demand continues to be dominated by the public sector and oil related industries.

Bahrain has re-emerged as a cost effective hub to service the Gulf and with excellent connectivity to Saudi Arabia and is used as a launch pad into the largest G.C.C market.

# Track record

knowledge, expert strategic our Tenant Representation team service to guide and support clier on and acquisition of office space. backed up with advice and impartial negotiations With best-in-class market in-depth research, our T provides a unique servic with the occupation and

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### Dubai U-Bora

Client WSP | Parsons Brinckerhoff

Sector **Engineering Services** 

Size (ft<sup>2</sup>)



#### Details

Provided Tenant Representation services to secure the leasing of commercial premises in Business Bay, Dubai.



### Dubai Maze Tower

Client Skidmore Owings & Merrill

Sector Architecture

Size (ft<sup>2</sup>)

1,490

Details Provided Tenant Representation services to secure the leasing of commercial premises in Dubai.

### Dubai Dubai Media City

Client **BBC** Worldwide

Sector Media

Size (ft<sup>2</sup>)



Details

Provided Tenant Representation services - including a full market benchmarking and lease renewal.



# Abu Dhabi Al Reem Island

Client Samsung Engineering

Sector Engineering & Technology

Size (ft<sup>2</sup>)

### 10,650

#### Details

Provided Tenant Representation services to secure the leasing of commercial premises in Abu Dhabi, for the consolidation of their business.



## Burjuman

Client The Commonwealth of Australia

Sector Government

Size (ft<sup>2</sup>)

### 23,940

#### Details

Provided Tenant Representation and advisory services for benchmarking and lease renewal of the Australian Consulate and Trade Commission.



Tecom

<mark>Client</mark> Fragomen

<mark>Sector</mark> Legal

Size (ft<sup>2</sup>)

7,020

Details Advised on the lease negotiations and provided a full occupier market status report. Track record





Client BGC Brokers

<mark>Sector</mark> Financial

Size (ft<sup>2</sup>)



Details

Provided Tenant Representation and advisory services for market benchmarking and lease renewal.



# Dubai Media City

Client Aetna Global Benefits (Middle East)

Sector Insurance

Size (ft<sup>2</sup>)

### 19,640

#### Details

Defined and implemented a strategy for exiting the current premises and expansion within existing premises. Provided Tenant Representation advice and negotiated terms for the lease acquisition of additional units.



Kingdom of Saudi Arabia

Client FireEye

Sector Technology

Size (ft²) **9,470** 

#### Details

We provided tenant representation services for FireEye to secure the leasing of new commercial premises in Riyadh.



Kingdom of Saudi Arabia

Client Saudi Arabian Parsons

Sector Engineering & Construction

Size (ft<sup>2</sup>)

### 11,840

Details Saudi Arabian Parsons, approached Knight Frank to secure the leasing of commercial premises in Riyadh.



Bahrain Manama

Client BGC Brokers

<mark>Sector</mark> Financial

Size (ft<sup>2</sup>)



Details Provided tenant representation services to secure the leasing of commercial premises in Manama.

# Here to talk



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