



**Majestic Management Co.**

**Welcomes:**

**"Enter Tenant Name"**



**CROSSROADS TERRACE BUILDING**

**For additional information, visit or call our management office:**

**Majestic Management Co.  
13191 Crossroads Parkway North, Suite 115  
City of Industry, CA 91746  
(562) 692-9581**

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## Majestic Management Co.

13191 Crossroads Parkway North  
Suite 225  
City of Industry, CA  
[www.majesticrealty.com](http://www.majesticrealty.com)

### Business Hours:

- 8:00am – 5:00pm (Monday thru Friday)

### Phone Number:

- (562) 692-9581

### Fax Number:

- (562) 695-0441

### After Hours Emergency:

- (562) 948-4390

### Primary Points of Contact:

#### Property Manager:

Kathleen Stauffer

Phone: (562) 948-4371

E-Mail: [kstauffer@majesticrealty.com](mailto:kstauffer@majesticrealty.com)

#### Administrative Assistant

Claudia Marquez

Phone: (562) 654-2759

E-Mail: [cmarquez@majesticrealty.com](mailto:cmarquez@majesticrealty.com)

#### Regional Manager

Christi Colby

Phone: (562) 9484370

E-Mail: [ccolby@majesticrealty.com](mailto:ccolby@majesticrealty.com)

#### Majestic Management Co. V.P.

Dennis Dazé

Phone: (562) 948-4396

E-Mail: [ddaze@majesticrealty.com](mailto:ddaze@majesticrealty.com)

#### Local Broker(s)

David Bui

Phone: (562) 948-4388

Louis Goldstein

Phone: (562) 576-1611

#### Leasing Administrative Assistant

Dana Cervantes

Phone: (562) 654-2723

## General Liability Insurance

Pursuant to the lease agreement, all tenants are required to provide the landlord with proof of Comprehensive General Liability Insurance prior to your move in date of Move-in Date and, must be maintained current throughout the lease term.

You may fax this information to: (562) 695-0441  
or, you can email it to: [cmarquez@majesticrealty.com](mailto:cmarquez@majesticrealty.com)

**Certificate Holder:** RR & C Development Co., a California general partnership and Redlands Joint Venture, LLC., a California limited liability company  
13191 Crossroads Parkway North, Ste. 225  
City of Industry, CA 91746

**Additional Named Insured:** RR & C Development Co., a California general partnership and Redlands Joint Venture, LLC., a California limited liability company and Crossroads Terrace Building-13200 Crossroads Parkway No., City of Industry, CA

### Type of insurance Coverage requiring Certification:

**1. Tenant's Insurance.** Tenant shall maintain **Commercial General Liability Insurance** covering the insured against claims of bodily injury, personal injury and property damage arising out of Tenant's operations, assumed liabilities or use of the Premises, including a Broad Form Commercial General Liability endorsement covering the insuring provisions of this Lease and the performance by Tenant of the indemnity agreements set forth in Section 10.1 of this Lease, for **limits of liability not less than \$2,000,000.00 for each occurrence and \$2,000,000.00 annual aggregate, with 0% Insured's participation.** In addition, **Tenant shall carry Physical Damage Insurance covering** (i) all office furniture, trade fixtures, office equipment, merchandise and all other items of Tenant's property on the Premises installed by, for, or at the expense of Tenant, and (ii) all other improvements, alterations and additions to the Premises, including any improvements, alterations or additions installed at Tenant's request above the ceiling of the Premises or below the floor of the Premises. **Such insurance shall be written on an "all risks" of physical loss or damage basis,** for the full replacement cost value new without deduction for depreciation of the covered items and in amounts that meet any co-insurance clauses of the policies of insurance and **shall include a vandalism and malicious mischief endorsement, sprinkler leakage coverage and earthquake sprinkler leakage coverage.**

**2. Form of Policies.** The minimum limits of policies of insurance required of Tenant under this Lease shall in no event limit the liability of Tenant under this



Lease. Such **insurance shall (i) name Landlord, and any other party it so specifies, as an additional insured;** (ii) specifically cover the liability assumed by Tenant under this Lease, including, but not limited to, Tenant's obligations under Section 10.1 of this Lease; (iii) **be issued by an insurance company having a rating of not less than A-VIII in Best's Insurance Guide or which is otherwise acceptable to Landlord and licensed to do business in the state in which the Building is located;** (iv) **be primary insurance as to all claims thereunder and provide that any insurance carried by Landlord is excess and is non-contributing with any insurance requirement of Tenant;** (v) **provide that said insurance shall not be canceled or coverage changed unless thirty (30) days' prior written notice shall have been given to Landlord and any mortgagee or ground or underlying lessor of Landlord. Tenant shall deliver said policy or policies or certificates thereof to Landlord on or before the Lease Commencement Date and at least thirty (30) days before the expiration dates thereof.** In the event Tenant shall fail to procure such insurance, or to deliver such policies or certificate, Landlord may, at its option, procure such policies for the account of Tenant, and the cost thereof shall be paid to Landlord as Additional Rent within five (5) days after delivery to Tenant of bills therefor.

**3. Subrogation. Landlord and Tenant agree to have their respective insurance companies issuing property damage insurance waive any rights of subrogation** that such companies may have against Landlord or Tenant, as the case may be, so long as the insurance carried by Landlord and Tenant, respectively, is not invalidated thereby. As long as such waivers of subrogation are contained in their respective insurance policies, Landlord and Tenant hereby waive any right that either may have against the other on account of any loss or damage to their respective property to the extent such loss or damage is insurable under policies of insurance for fire and all risk coverage, theft, public liability, or other similar insurance.

**4. Additional Insurance Obligations.** Tenant shall carry and maintain during the entire Lease Term, at Tenant's sole cost and expense, increased amounts of the insurance required to be carried by Tenant pursuant to this Article 10, and such other reasonable types of insurance coverage and in such reasonable amounts covering the Premises and Tenant's operations therein, as may be reasonably requested by Landlord.

**Type of Document Needed:**

1. Certificate of Insurance (Must include the following)
  - a. General Liability as required by your lease
    - i. *Shall be issued by an insurance company having a rating of not less than **A-VIII** in Best's Insurance Guide*
    - ii. *Shall be licensed to do business in the state in which the Building is located*
  - b. Physical Damage Coverage-
    - i. *shall be written on an "all risks" of physical loss or damage basis*





## INSERT TENANT INSURNACE

## Move In Guidelines

1. The building is accessible for move-ins anytime before 7:45 a.m. or after 5:30 p.m. Monday through Friday and or weekends.
2. The Management Office ***must*** be notified of the date and time of move-in and the Name and phone number of your moving company.
3. Please only use the freight elevator for your move in. The common area flooring must be protected with either a cardboard, plastic or paper material.
4. Furniture installation during the workweek must be completed before 7:45 a.m. or after 5:30 p.m.
5. Landlord must receive proof of insurance from **Tenant** and their **moving company and/or any sub- contactors**, prior to the scheduled move-in date or scheduled work. The following must be named as the certificate holder and as the additional insured: (Please see attached "Lease Insurance Language" and "Sample Certificate of Insurance" for additional language and requirements.)

**This is a non-union building.**



## Contractor / Vendor Requirements

When having work completed in your space at any time, please remember:

- (a) You must notify the Management Office 48 hours prior to commencement of work.
- (b) Any contractor that you wish to use must:
  - Have a valid California Contractors License.
  - Submit a copy of their insurance certificate to our office prior to work being commenced.
- (c) Any contractor who does not have these documents on file will be turned away.

A sample insurance certificate has been attached for your reference. If you have any questions, please feel free to our office and we will be glad to help.

**Certificate Holder:** Majestic Management Co., as agent for RR & C Development Co., a California general partnership and Redlands Joint Venture, LLC., a California limited liability company  
13191 Crossroads Parkway North, Suite 225  
City of Industry, CA 91746

**Additional Insured:** RR & C Development Co., a California general partnership and Redlands Joint Venture, LLC., a California limited liability company and Crossroads Terrace Building, 13200 Crossroads Parkway No., Suite \_\_\_\_, City of Industry, CA

### Type of insurance Coverage requiring Certification:

1. **Commercial General Liability** insurance written on an occurrence basis naming the Owner as an additional insured against any and all claims for bodily injury, personal injury and property damage occurring in, or about the Project, arising out of the Vendor/Contractor's work and all operations necessary or incidental thereto. Such insurance shall include coverage for contractual liability and explosion, collapse and underground (X, C & U) damage. The insurance shall have a combined single limit of not less than One Million Dollars (\$2,000,000) per occurrence, a Two Million Dollar (\$2,000,000) general aggregate limit per Project, and a Two Million Dollar (\$2,000,000) products and completed operations aggregate limit. Products and completed operations shall be maintained for

three years after final payment with the total limits required herein. Such liability insurance shall be primary and not contributing to any insurance available to Owner and Owner's insurance shall be in excess thereto.

2. **Workers' Compensation** insurance in accordance with State and Federal statutory law and employers' liability insurance with a limit of not less than \$2,000,000 per occurrence, \$500,000 disease, policy limit and \$100,000 disease, each employee.
3. **Business Auto Liability** coverage insuring bodily injury and property damage with a combined single limit of not less than \$1,000,000 per accident for owned, non-owned and hired vehicles.
4. **Umbrella Excess Liability** insurance in the amount of One Million Dollars (\$1,000,000). In no event shall the limits of such insurance be considered as limiting the liability of Vendor/Contractor under said Contract.

**Additional Provisions:**

1. The policies required to be maintained by Vendor/Contractor shall be with companies with a current rating of A or better and financial size of X or better by the A. M. Best Company.
2. Insurers shall be licensed to do business in the state in which the Project is located and domiciled in the USA.
3. Each policy of insurance shall provide notification to Owner at least thirty (30) days prior to any cancellation or modification to reduce the insurance coverage. Certificates of insurance (certified copies of the policies may be required) shall be delivered to Owner prior to the commencement date of this agreement and annually thereafter at least thirty (30) days prior to the expiration date of the old policy.
4. Certificates of insurance shall be on ACORD form 25S accompanied by Additional Insured-Owners, Lessees or Contractors (Form B) Endorsement.

**Type of Document Needed** [Endorsements must accompany the certificate]:

1. Certificate of insurance
2. Endorsement(s)
  - a. Additional Named Insured- Contractor shall have its insurance company name, by endorsement, Owner as an additional insured against any and all claims for bodily injury, personal injury and property damage occurring in, or about the Project, arising out of the Vendor/Contractor's work and all operations necessary or incidental.
  - b. Primary & Non-contributory
  - c. 30-Day Cancellation.
  - d. Waiver of Subrogation



## INSERT VENDOR INSURNACE & CABLING REQUIREMENTS

## **Tenant Information and Emergency Contacts**

Attached in the front cover flap is a Tenant Information and Emergency Contact form. We would appreciate it if you would complete this form and send it back to us so that our files will be accurate. Please use the enclosed self addressed envelope and forward to:

E. Claudia Marquez  
Majestic Management Co.  
13191 Crossroads Parkway North  
Suite 225  
City of Industry, CA 91746

## Rent Payment and Security Deposit

Unless otherwise specified in your lease, all rent payments are due and payable on, or before, the first day of each month. If payment has not been received by the 10<sup>th</sup> of the month, a late fee will apply. This is true whether or not you receive a monthly rent statement.

Checks are to be made payable to the order of **Majestic Realty Co – Crossroads Parcel 4 Building** and be mailed directly to:

Majestic Realty Co – Crossroads Parcel 4 Building  
13191 Crossroads Parkway North  
6<sup>th</sup> Floor  
City of Industry, CA 91746

Or, you may bring checks directly to the Management Office. We do not accept cash payments; checks or money orders only, please.

Per your lease commencement date of "Enter Commencement Date Here", your rent will commence on "Enter Commencement Date Here" in the amount of "Enter Rent Amount Here" per month. Your Monthly Operating Expense will be "Enter OEX Amount Here".

Please contact us if you have any questions regarding Rent Payments. Prompt payments are much appreciated.

### **Tax ID:**

The Tax ID for **Majestic Realty Co**, is **95 225 6015**.

## Suite Entrance Keys

**Enclosed in the front flap is an Access Card and Suite Entrance Key Request Form. Please take a moment to fill it out and return to the Management Office no later than 5 days prior to your scheduled move in.**

Upon moving in each Tenant is issued Suite Entrance Keys at no cost; in accordance to what is specified in the lease. Each additional key thereafter, is subject to a charge of \$5.00 per Key.

All key requests must be submitted in writing by and authorized representative of your company. Please send your requests to [cmarquez@majesticrealty.com](mailto:cmarquez@majesticrealty.com) or by fax to (562) 695-0441.

At the end of your lease term, all keys must be returned.

### **Suite Access**

Building Management and Building Security ***will not*** open any occupied suites under any circumstances. If at any time anyone from your office has forgotten or misplaced their office keys, they must contact an individual from your office to assist them.

## Access Cards

To access the building before or after hours, you will require an access card. The scanner is located to the left side of the main entrance doors (on the Freeway Side). Simply hold the card up to the scanner. The doors will unlock allowing you to enter the building.

If you experience any difficulties accessing the building, please contact the Management Office in order to correct any problems as soon as possible.

If you require less access cards than your allotted amount, we will not issue blank access cards. Each card must be assigned to an individual within your employ. We will keep a record of how many access cards have been issued to your company and will issue them out as needed.

Should you require additional cards and you have exceeded your allotted amount, there will be a \$15.00 charge per card.

### **New Employee**

If you have a new employee and they require an access card, please forward your request in writing to [cmarquez@majesticrealty.com](mailto:cmarquez@majesticrealty.com) or you may fax it to (562) 695-0441.

### **Terminated Employee**

As a precaution, if someone leaves your employ; please notify us immediately in order to deactivate their access card.

At the end of your lease term, all access cards must be returned. Each card not returned is subject to a \$15.00 per card charge.





## Building Hours of Operation:

Monday – Friday 6:30 a.m. to 6:30 p.m.  
Saturday 9:00 a.m. to 1:00 p.m.  
Sunday the building is closed

The building will be closed on the following holidays:

New Years Day	Memorial Day	Independence Day
Labor Day	Thanksgiving Day	Friday after Thanksgiving
Christmas Day		

## MAIL SERVICES

### United States Postal Service:

Mail Delivered:	Monday through Friday	12:00 p.m. - 2:00 p.m.
Mail Pick-Up:	Monday through Friday	12:00 p.m.

The nearest main Post Office is located at:

15421 Gale Avenue  
City of Industry, CA  
(562) 855-6566

Operation Hours:	Monday through Friday	8:30 a.m. - 6:00 p.m.
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The nearest local Post Office Station is located at:

512 Workman Mill Road  
City of Industry, CA

Operation Hours:	Monday through Friday	8:45 a.m. - 5:00 p.m.
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*(This location is only used for purchasing of stamps, renting post office boxes, and mailing your mail. They will not deliver mail there unless you have a post office box.)*

**Federal Express:** For your convenience we have placed a Federal Express box on the first floor corridor. Pick-up is at 5:00 p.m., Monday through Friday.

### United Parcel Service:

1100 Baldwin Park Blvd.  
Baldwin Park, CA 91706  
(800) 742-5877

Operation Hours:	Monday through Friday	8:30 a.m. - 6:00 p.m.
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There is a UPS drop box located at the curb, in front of the *Crossroads Atrium* building. Pick-Up is at 5:00 p.m., Monday through Friday.

## Maintenance Service Request



Should you need to place service request, please contact the Management Office. Depending on the scope of work of required, a work order will be issued for one of our onsite Maintenance Engineers, who will be happy to assist you. All work orders are prioritized based on urgency.

### **Borrowing Building Equipment**

For Liability purposes, please understand that our Maintenance Engineering Department will not loan out any building tools and or equipment for Tenants use.

### **Work Request Prioritization**

**Priority: 1**  
**Response Time: Immediate**

Any situation that can threaten the health and well-being of the tenant, general public or cause damage.

- Smoke Odor
- Electrical wiring smoking or arcing
- Fire
- Flooding
- Water leaks
- Special requests from Management Team
- Elevator entrapment
- Major Safety concerns

**Priority: 2**  
**Response Time: 30 Minutes**

Any circumstances which can hinder or be disruptive to the tenant's ability to conduct business and or minor safety issues.

- HVAC / comfort complaints
- Power problems / outages
- Lighting over desks or work areas
- Running water, faucets& stuck flush valves

**Priority: 3**  
**Response Time: 4 Hours**

Any circumstance that does not impair the tenant from conducting business and or minor safety issues.

- Door closer adjustments
- Door slamming

- Minor safety issues
- Clogged sinks, toilets, urinals

**Priority: 4**  
**Response Time: Work Request**

- General lighting
- General maintenance tasks

Response times may vary pending the engineers previously set schedule and or any emergencies that may arise.

### **Air Conditioning**

We provide Air Conditioning to the building during normal building hours. To request an adjustment to the temperature in your space, please contact the Management Office. Our Maintenance Engineers have the ability to make adjustments remotely. Please allow approximately 45 minutes to an hour for adjustment period. If you do not feel a change within the hour, please contact the Management Office.

Should you require Air conditioning any time before or after the specified building hours, please send your request to:

[Kstauffer@majesticrealty.com](mailto:Kstauffer@majesticrealty.com)  
[cmarquez@majesticrealty.com](mailto:cmarquez@majesticrealty.com) or  
FAX to (562) 695-0441

All requests for overtime air require 24 hour advance notice. There is a \$50.00 per hour charge for overtime air. A separate invoice will be generated for this cost.

### **Supplemental Air Unit**

If your suite requires a Supplemental Air Unit, it will be your responsibility as the tenant, to maintain the unit. If you would like, we will be more than happy to provide you with names of reputable HVAC Service providers, who can assist you.

## **GUARD SERVICE**

We provide onsite uniformed Security Personnel who monitor and patrol all public areas of the building and parking areas. They are on duty 24 hours per day.

The guards carry walkie-talkie radios and can contact the building management when necessary.

## **JANITORIAL SERVICE:**

Cleaning services are performed Sunday during the day and Monday through Thursday evenings from 6:00 p.m. to 2:00 a.m., with the exception of Holidays.

For your safety and protection, while cleaning your suite(s), janitorial personnel will not admit anyone into the suite except authorized janitorial supervisors, building staff and security.

If you need extra cleaning services, please contact the Management Office so further arrangements can be made.

## **DAY PORTERS:**

Day porter services are on the premises during the day to maintain a consistently high level of appearance and cleanliness in the public areas and elevators. They will also ensure that restrooms are regularly checked for safe operation and cleanliness and are responsible for adequately stocking paper supplies.

In addition to their normal duties, day porters will be available to correct any item overlooked by nightly janitorial personnel. You may obtain this service by contacting the Management Office.

## **CARPET CLEANING**

Unless otherwise provided in your lease, carpet cleaning during the term of the lease will be at tenant's expense. The janitorial contractor is equipped to provide this service to tenants of the building at a very competitive rate.

Please contact the Management Office for details and cost estimates. Your use of outside carpet cleaning contractors is permissible, but must be approved in advance by the Management Office.

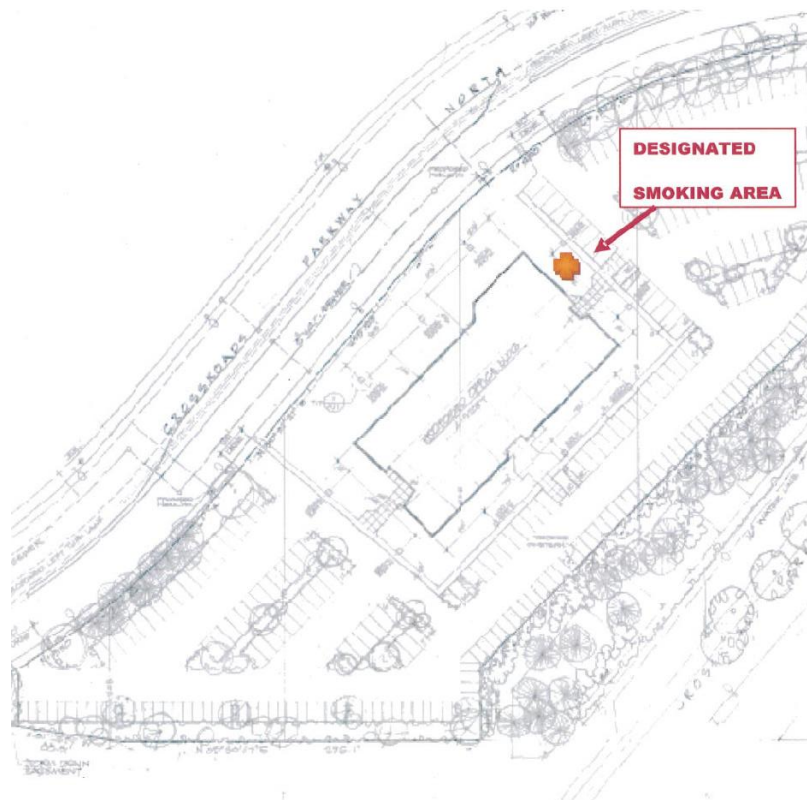
## Smoking Areas

Our primary goal is to provide a professional, safe and clean atmosphere for all. The Atrium office building is designated as a non-smoking building and we appreciate everyone's cooperation in smoking outside.

We have everyone's rights in mind, but must remain focused on keeping the interior of the office building smoke free.

We ask your cooperation in using the designated smoking areas as shown on the attached site plan. We have provided cigarette urns in these areas and ask that the cigarette urns near the entrance door be used to extinguish cigarette and cigars then entering the building only.

Please do not congregate around the doors while smoking as the smoke enters the building.



## Solicitors

Although Solicitors are not welcome in our buildings, there are times that they do come in with out our knowledge.

We ask that if you are approached by a solicitor in our building, please contact us immediately with a description of the individual. We will than attempt to locate them and escort them off of the premises.

## Customer Satisfaction Surveys

In an effort to continue to improve our level of service, we will periodically send you Customer Service Surveys. Please take a moment to complete the surveys so that we may be better informed of your needs and gain further insight into our services. Your assistance in this project is very much appreciated.

## Mission Statement

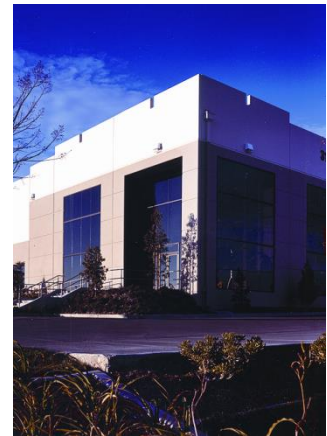
Maintaining our position as an industry leader, Majestic Realty will continue to expand our portfolio by developing quality real estate projects that create value to our tenants and partners, contribute positively to our communities, and reinforce our objective of long-term ownership with maximum economic return.

## 'Majestic' Brand

- Quality
- Integrity
- Trust
- Long-Term Commitment
- Experience
- Proven Performance
- Financial Stability

### *Full Service Real Estate Firm with Expertise in:*

- Land Acquisition/Entitlement
- Master Planning
- Project Development
- Financing
- Design
- Construction
- Leasing
- Property Management



## Highlight Information

- Family owned and operated since 1948
- Current portfolio of approximately 50 million square feet including industrial, office, retail, specialty/institutional, hospitality, sports and entertainment
- Headquartered in Los Angeles County with regional offices in Atlanta, Denver and Las Vegas
- Owner/developer of premier master planned business parks ranging in size up to 1,000 acres
- Ranked #1 Commercial Developer by the Los Angeles Business Journal for the last ten years and named commercial developer of the year in 2002
- Company provides a full vertical integration of development services - from land acquisition to on-going property management
- Entrepreneurial approach with focus on long-term ownership
- Well-established financial relationships
- Effective governmental relations programs
- Developments in strategic markets provide benefits to tenants with multiple geographic locations
- High tenant retention rates
- Experienced industry leaders who are proven professionals, dedicated to excellence with every endeavor

*As one of the largest privately held real estate firms in America, we have earned our reputation as an industry leader through our continued commitment to consistently delivering quality projects.*





## Company Milestones

- 1948** Company founded by the late Edward P. Roski, Sr.
- 1960's** Well-established as the area's largest industrial brokerage firm
- Established dominance in the build-to-suit market in Los Angeles area
- Purchased large parcels of land for initial master planned business parks
- Founded Commerce Construction to add design and construction services
- 1970's** Transitioned to a full-service development company focusing primarily on master-planned business and industrial parks
- Established first joint venture with major financial partner – Banker's Life which later became Principal Life Insurance Company
- Founded Majestic Management to add full service property management for existing portfolio
- 1980's** Jointly developed with the City of Industry and currently operate the Pacific Palms Conference Center & Resort (formerly known as the Sheraton Industry Hills), a 294-room conference hotel and championship golf courses
- Developed Fairway Business Center, a 186-acre, master planned business park, home to General Electric's 1.3 million square foot building in the City of Industry, CA
- Developed Crossroads Business Park, a 110-acre, master planned Class A office park in the City of Industry, CA
- Developed The Majestic Spectrum, a 450-acre, master planned, mixed-use business park in Chino, CA
- 1990's** Opened Las Vegas, NV office, which has developed and leased more than 3.0 million square feet in the Las Vegas market to date
- Acquired 1,000-acre land for business park near Denver International Airport (DIA), opened Denver, CO office and lease more than 1.7 million square feet to date
- Led the entitlement and approval process for new downtown Los Angeles Arena – Staples Center



### Company Milestones (cont.)

Co-developed the Staples Center, a state-of-the-art sports and entertainment center in downtown Los Angeles, home to the Los Angeles Lakers, Kings, Clippers, Sparks and Avengers

Opened Atlanta, Georgia office, which has developed and leased more than 6.0 million square feet to date in the Atlanta market

Completed retail development, the Chino Spectrum Marketplace in Chino, CA

Formed public-private partnership with Clark County, McCarran International Airport (Las Vegas) with participatory ground lease

Expanded development to Phoenix, AZ and Salt Lake City, UT

Celebrated our 50th anniversary with a portfolio of 31 million square feet

### 2000's

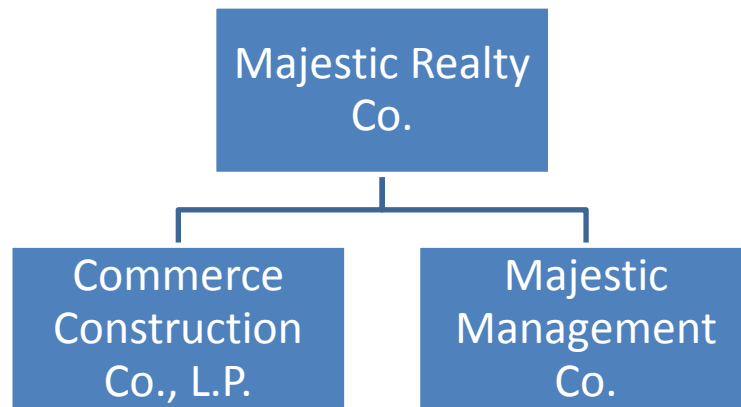
Expanded development to Dallas/Ft. Worth and Laredo, TX, Portland, OR, and Otay Mesa, CA

Major new projects include Grand Crossings, City of Industry, CA, Snow Creek, Walnut, CA, Pico Rivera Business Center, Pico Rivera, CA, and Sunset Parkway Business Center, Las Vegas, NV

Company continues to develop an average of 4.0-4.5 million square feet per year

Real estate portfolio in 10 states totals approximately 50 million square feet

**Related Companies**



**Corporate Headquarters**

13191 Crossroads Parkway North, 6<sup>th</sup> Floor, City of Industry, CA 91746-3497  
 Phone: (562) 692-9581 Fax: (562) 695-2329

**Office Locations**

Atlanta (Stan Conway)  
 One Securities Center, 3490 Piedmont Rd. NE, #210, Atlanta, GA 30305  
 Phone: (404) 467-5255 Fax: (404) 467-5256

Denver (Randy Hertel)  
 20100 E. 32nd Parkway, #150, Aurora, CO 80011  
 Phone: (303) 371-1400 Fax: (303) 371-0600

Las Vegas (Rod Martin)  
 4155 Russell Road, Suite C, Las Vegas, NV 89118  
 Phone: (702) 896-5564 Fax: (702) 896-4838

Texas  
 5000 Quorum Drive, Suite 100, Dallas, TX 75254  
 Phone: (972) 726-0700 Fax: (972) 726-0710

*Majestic's offices are located in selected core markets across the nation based upon market demand and our ability to serve that demand with master planned projects*



## Services Provided

Majestic Realty provides a full range of development services from the initial land acquisition to ongoing property management. Majestic closely monitors market trends and responds quickly, developing projects that improve the efficiencies of our tenant's operations and create long-term value in our portfolio.

### Fully-Integrated Services

- Land Acquisition/Entitlement
- Master Planning/Development
- Environmental Assessment
- Design/Construction
- Financing
- Leasing
- Project Financial Reporting/Variance Analysis
- Property Management





**Commerce Construction Co., L.P.**

Company Description

- Founded in 1968 by Majestic Realty
- Provide full design/build turnkey projects for Majestic Realty and occasional outside third parties
- Consistently deliver projects on time and on budget
- Constructed more than 45 million square feet of industrial, office, retail, specialty/institutional, hospitality and recreational facilities

Experienced Staff Disciplines

- Architecture
- Engineering
- Budgeting
- Contract Administration
- Construction Management

Services

- Entitlement/Processing
- Project Programming
- Conceptual Design
- Estimating
- Scheduling
- Architecture
- Engineering
- Project Management
- General Contracting
- Thematic Interiors/Exteriors
- Tenant Improvements
- Space Planning
- Owner’s Representative

Commerce Construction License Numbers:

- License No: 723302 CA
- License No: A16836 Aurora, CO
- License No: 42911 NV
- License No: 117720 AZ

## Majestic Management Co.

### Company Description

- Established in 1976 to provide full-service property management for Majestic's portfolio
- Low turnover
- Average annualized vacancy under 4% for the past ten years
- Industry leader for tenant retention
- Managing more than 301 buildings in 10 states

### Services

- Tenant Relations
- On-Site Inspections
- ADA Conformance Review
- Energy Conservation Programs
- Facility and Landscape Maintenance Programs
- Vendor Supervision
- Project Accounting and Reporting
- Risk Management
- Crises Management Program



*As a developer with a long-term hold strategy, we have a clear incentive to make our assets perform. Our commitment to excellence ensures responsiveness and service to our tenants. The result - a high tenant retention ratio.*

## Area Amenities

In an effort to acquaint you with the local area amenities, we have developed this section outlining restaurants and a list of more popular attractions in the surrounding area.

### Restaurants

El Tepeyac

13131 Crossroads Parkway South,  
City of Industry, CA 91746  
(562) 695-2277

Waba Grill Teriyaki House

13131 Crossroads Pkwy S, City of  
Industry, CA 91746

Benihana

17877 Gale Avenue  
Rowland Heights, CA 91748  
(626) 912-8784

Chipotle Mexican Grill

17427 Colima Road City of Industry,  
CA 91748  
626.964.9606

Chili's Grill & Bar

17540 Castleton St  
La Puente, CA 91748  
(626) 810-9431

Cima- Restaurant (626) 854-2335

RED- Restaurant & Bar (626) 854-2509  
Pacific Palms Resort  
One Industry Hills Parkway  
Industry Hills, CA 91744

BJ's Restaurant & Brewery

17615 Castleton Street  
City of Industry, CA 91748  
626.363.9460

Olive Garden

17585 Castleton St  
Rowland Heights, CA 91748  
(626) 965-4710

Outback Steakhouse

1418 S Azusa Ave  
Rowland Heights, CA 91748  
(626) 810-6765

Red Lobster

17601 Castleton St  
Rowland Heights, CA 91748  
(626) 965-5112

TGI Friday's

17427 Colima Rd  
Rowland Heights, CA 91748  
(626) 839-5044

BJ's Restaurant & Brewery

2134 Montebello Town Center Lower  
Level  
Montebello, CA  
(323)-201-5290



### Retail Establishments

Puente Hills Mall (626) 965-8086  
1600 S Azusa Ave # 965,  
City of Industry, CA

Distance: 2.08 miles away  
<http://puentehills-mall.com>

Montebello Town Center 323-722-8454  
2134 Montebello Town Center  
Montebello, CA

Distance: 2.09 miles away)  
<http://www.montebellotowncenter.com>

### Hotels

Pacific Palms Conference (626) 810-4455  
One Industry Hills Parkway  
Industry Hills, CA 91744

Distance: 1.77 miles away  
<http://www.pacificpalmsresort.com>

### Sports

Los Angeles Lakers  
<http://www.nba.com/lakers>

Los Angeles Kings  
(888) KINGS-LA (888-546-4752)  
<http://kings.nhl.com>

Los Angeles Dodgers  
100 Elysian Park Avenue  
Los Angeles, CA 90026

Industry Hills Golf Club at Pacific Palms  
One Industry Hills Parkway  
Industry Hills, CA 91744  
(800) 524-4557

**Distance: 19.1 mi**  
<http://losangeles.dodgers.mlb.com>

<http://www.ihgolfclub.com>



## Entertainment

Staples Center  
1111 S. Figueroa  
Los Angeles, CA 90015  
(213) 742-7100  
<http://www.staplescenter.com>

Nokia Theater  
777 Chick Hearn Court, Los Angeles, CA 90015  
Located across the street from STAPLES Center  
Administrative Offices: 213-763-6000  
<http://www.nokiatheatrelive.com>

Griffith Observatory  
2800 East Observatory Road  
Los Angeles, CA 90027  
General Information Line: 213-473-0800  
Hearing Impaired Reservation Line: 888-TDD-2555  
<http://www.griffithobservatory.org>

Natural History Museum of Los Angeles County  
900 Exposition Boulevard,  
Los Angeles, CA 90007  
(213) 763-DINO  
<http://www.nhm.org>

Museum of Contemporary Art  
250 South Grand Avenue  
Los Angeles, CA 90012  
<http://www.moca.org>

## Services

### Financial Institutions

Bank of The West (323) 727-3360  
13300 Crossroads Parkway, Ste. 120  
City of Industry, CA

Wells Fargo Bank (626) 934-1700  
15430 Valley Blvd  
City of Industry, CA

Bank of America (800) 301-3744  
Serving the La Puente Area

### Child Care

Crossroads Montessori Child Care Center (562) 908-4413 or 4413  
12900 Crossroads Parkway South  
City of Industry, Ca 91746

### Vehicle Detail Service

King of Detail (562) 533-4424

\* The vehicle detail station is located at the furthest North end of our parking lot here at the Atrium Building.

### Local Government Information

David Perez, Mayor (626) 333-2211  
Administrative Offices Fax: (626) 961-6795  
15651 East Stafford Street  
City Of Industry, Ca 91744  
Hours 9am-5pm Monday - Friday

## Emergency Procedures

This section is intended to provide you with suggested general procedures to follow in an emergency situation. We would encourage you to develop your own emergency plan and review the plan with your employees, so that you will be prepared in the event of an emergency.

### Emergency Telephone Numbers

Industry Sheriffs Department	(626) 330-3322 or 911
Industry Fire Dept.	(626) 336-2611 or 911
Majestic Management Co.	(562) 948-9581
Atrium Building Security Office	(562) 948-4390

### Accident or Serious Illness

In case of an accident or serious illness, call 911 and request assistance. Tell the dispatcher the location of the victim, including the address and company name. State the nature of the injury or illness, if known. If the injured person is in no immediate danger, he or she should not be moved. Improper handling of the victim can aggravate many types of injuries. Please report all injuries or illness to the management office, as soon as possible.

### Fire

#### **Note: Evacuation of personnel is the highest priority**

In order to minimize property damage and possible loss of life, a clear and concise fire evacuation plan should be developed for your premises. This plan should be shared with your employees, and regular fire drills should be performed. The fire department is happy to assist in a fire prevention plan.

Exits should be clearly marked and accessible, with no obstruction. Know the location of your fire extinguishers and perform preventive maintenance regularly in order to ensure an adequate charge. You may want to post the number of the fire department.

Please inspect your premises regularly and remove any items that may start or contribute to a fire. These items include old rags, newspapers, empty cardboard boxes or other combustibles.



Following is a list of suggested guidelines in the event of a fire:

- If the fire is minor, extinguish, if possible. **DO NOT TAKE RISKS.** Remember, personal safety comes first.
- If the fire cannot be brought under immediate control, sound the alarm to evacuate the building. If possible, isolate the area by closing the door.
- Immediately call the fire department. Provide the building name and location and request assistance.
- **EVACUATE** the building.

Following is a list of suggested guidelines to follow if trapped:

- If you encounter smoke, take short breaths; breathe through your nose and crawl along the floor to the nearest exit.
- Feel all doors with your hand before opening. If a door is hot, **DO NOT OPEN IT.** If it is cool, open the door slowly, keeping behind the door.

Please Notify Majestic Management of the fire as soon as possible.

### **Bomb Threat**

It is important to gather as much information as possible in the event of a bomb threat. Below are some guidelines to follow:

- Time call received
- Time call terminated
- Exact words of caller
- Time bomb is set to explode
- Location of bomb
- Description of bomb
- General demeanor of caller

Immediately call the police and report the call. The police will instruct you whether or not to evacuate the premises.

Explosives can be concealed in any type of container. Any suspicious items should be avoided and considered dangerous. Alert the police if anything appears out of the ordinary.