

REQUEST FOR INFORMATION

Independent Corporate Property Oceania Pty Ltd (ICP) has been retained by a **Confidential Client** to assess the most suitable accommodation for its **Melbourne** office.

On behalf of the retained client, we therefore invite your participation in submitting preliminary details of suitable accommodation, which meets the criteria set below:

Total Area:	3,500 – 4,000sqm;
Location:	Melbourne CBD/City Fringe, suburbs incl. Richmond, East Melbourne, South Melbourne, North Melbourne, etc.;
Building:	A-Grade, B-Grade and Character Office; Existing buildings and new developments considered;
Timing:	Lease Commencement Q1 2020; Access for fitout required Q4 2019;



Response Submissions

Preliminary details should be submitted via the email address provided below, and should at a minimum provide the following information to include (not limited to):

- Building address;
- Estimated area of each floor, and total area available;
- Timing;
- Asking rentals;
- Outgoings charges or estimates;
- Car parking availability, type, ratio and cost;
- Rent review structure;
- Floor / Layout plans; and
- Other features, such as end of trip facilities, staff amenities, and storage areas should be outlined.

All responses are required by COB Tuesday 26th September 2017

Details of appropriate properties must be labelled “**RFI1709E**” & emailed to:

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