

Exterior Signage

1. Tenants must submit one (1) set of drawings and specifications for all proposed exterior signage to their Property Manager for approval. All drawings shall clearly show a scaled rendering of the storefront, location of sign onto fascia of building, dimensions of signage, graphics, colors and construction attachment details. Property Management reserves the right to approve or disapprove signage based on size, scale, color, material, height, style, or any other reasonable criteria.
2. All exterior signage must comply with City of Big Lake ordinances. No sign or structure shall be erected, constructed, rebuilt, or relocated without a permit issued by the City of Big Lake. It is the tenant's responsibility to obtain the necessary approvals and permits, covering the associated costs. Property Management must approve all drawings prior to submission to the City.
3. All tenant spaces are required to be identified by signage.
4. The furnishing and installation of signage and all expenses incurred shall be the tenant's sole responsibility.
5. Exterior signage must be professionally constructed and installed.
6. Sign representatives should perform a physical visit and field verify measurements and dimensions prior to submission of sign renderings/approvals. In addition, installers must have a copy of the sign approval in their possession at the time of installation.
7. Exterior signage shall be compatible in size, scale, material, height, and style with other exterior signage already installed at the center.
8. Exterior signage should be constructed of individual illuminated letters. Cabinet style and/or panel wall signs, reader boards and electronic displays are not permitted.
9. Tenants are required to install one (1) sign on the front of the building. Additional signage, on the side and rear of the building, may be installed at Landlord's discretion.
10. The total area of permanent wall signs shall not exceed 20% of the total storefront, and in no case may any individual wall sign exceed 200 SF. (Wall area is measured by multiplying storefront length (common wall to common wall) by storefront height (ground to roof line).
11. Tenant logo requests shall be reviewed on a case-by-case basis. Any approved logo must comply with applicable size and design requirements, coordinate with the tenant's other signage, and remain subject to City approval.
12. Exterior signage shall be centered horizontally and vertically within the designated sign band, subject to Landlord modification based on building design and the location of adjacent signs.

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13. Exterior signage must be mounted to aluminum raceways. Raceways cannot exceed 12-inches in height, and wall signs shall not project from the building more than 15-inches. Raceways must be painted to match the appropriate building exterior. Sign representatives will need to color-match on site for accuracy.
14. No signage shall be located closer than 12-inches from the center line of a demising wall. Minimum separation between different tenant signs is 2-feet.
15. Neon graphics require Landlord approval.
16. All bolts, fastenings and clips shall be of stainless steel, aluminum, brass, bronze or other non-corrosive material. No black iron material of any type will be permitted.
17. Exterior signage must be installed no later than 60-days after the Lease Commencement Date. If the signage is not installed within this time frame, the Landlord reserves the right to install a sign on the tenant's behalf, with all associated costs to be borne by the tenant.
18. Tenants are responsible for all electrical work related to signage. Since most sign companies do not perform electrical work, tenants may need to hire a certified electrician in addition to their sign vendor.
19. No sign shall have exposed wiring, bulbs (including exposed neon), ballasts, conduit, connections or transformers. Electrical service to sign lights shall be fully concealed.
20. A photo-cell may be used to regulate sign usage. In the event a photo-cell is not installed, tenants will be required to illuminate all signage twenty-four (24) hours a day, seven (7) days a week. Timers may not be used in place of photo-cells.
21. Tenants are responsible for all costs associated with repairing, re-skimming or replacing the building exterior if the facade is damaged or discolored. This includes damage from the prior occupant's signage, which must be repaired before new signage is installed, as well as any damage from the removal or alteration of the tenant's signage during their lease term. If the Landlord determines that facade repair work is required, Property Management will provide the tenant with a cost estimate for the necessary repairs. The actual expenses will be charged to the tenant's rental account and must be paid in full to the Landlord within 30-days of demand or, if required due to the tenant's surrender of the premises, then prior to their lease termination.
22. On or before the lease termination or expiration date, tenants must complete the following items at their own cost:
 - a. Remove all exterior signage from the Premises.
 - b. Cap electrical conduits to code.
 - c. Repair the building exterior to Landlord specifications, which will be outlined by the center property manager as part of the termination process.

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23. The following types of exterior signage and/or sign components are prohibited:

- a. No signage shall be permitted that isn't directly related to the name or primary service or function of tenant.
- b. Signage with flashing, blinking, pulsating, rotating or any other moving lights, or any other illuminating device that has changing light intensity, brightness, or color are prohibited.
- c. Signage with visible moving parts or that simulate movement by means of fluttering rotating, or reflecting devices are prohibited.
- d. Signage utilizing noisemaking or other nuisance characteristic devices or components are prohibited.
- e. The following types of signs are prohibited: (1) roof-mounted signs; (2) bench signs; (3) billboards; and (4) canister signs.
- f. Tenants are prohibited from affixing any signage to any awnings and canopies installed by Landlord.
- g. Awnings and canopies installed by tenants are prohibited.
- h. Plastic, Plexiglas, clearplex or similar material signs are prohibited unless used in conjunction with other decorative materials.
- i. Cloth, vinyl, wood, paper or cardboard signs, stickers, or decals are prohibited.
- j. Hand-painted wall and ground signs are prohibited.
- k. Tenants shall not place any handwritten signs within the Premises that are visible from the exterior of the Premises.
- l. Signage that projects above a parapet or the highest part of a roof is prohibited.
- m. Signage projecting into the street is prohibited with the exception of traffic control signage, temporary banners mounted to light standards and pedestrian-oriented signs installed by or at the direction of Landlord.
- n. Portable signage is prohibited, including signs that advertise, identify or provide directions to use or activity.
- o. Vehicle mounted signage is prohibited with the exception of signage related to the vehicle's lawful making of deliveries of sales or of merchandise or rendering of services.
- p. Search lights are prohibited except in conjunction with grand openings.

Exterior signage policies are subject to change and will be updated periodically. Landlord expressly reserves the right to deviate from this sign criteria when dealing with other tenants.