

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 must indicate the sign and its relation to the tenant's lease line and the top and bottom margin of the tenant's designated space on the sign band. 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 Eagan ordinances. No sign or structure shall be erected, constructed, rebuilt, or relocated without a permit issued by the City of Eagan. 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. All signage to be U.L. listed.
5. The furnishing and installation of signage and all expenses incurred shall be the tenants sole responsibility.
6. Tenants are required to install one (1) exterior sign on the front of the building. Additional signage, on the side and rear of the building, may be installed at Landlord's discretion.
7. Exterior signage must be professionally constructed and installed.
8. All exterior signage installations must be performed utilizing mechanical platforms on the outside of the building. No ladders may be used in connection with said installations. No ladders shall be leaned against the building.
9. 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.
10. Exterior signage should be office or store identity signs only with copy restricted to designate the tenant's name, product or service.
11. The use of predominantly decorative sculptures, coat of arms, shields or other such logos requires special approval by Property Management.
12. Exterior signage should be constructed of individual illuminated letters. Cabinet style and/or panel wall signs, reader boards and electronic displays are not permitted.

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13. Illuminated sign letters shall be aluminum channel type construction 5-inches deep with plastic faces and 1-inch trim cap. All Plexiglas faces and LED colors to be specified. LED to be 1-stroke per 4-inches of aluminum channel. The color of the letter returns shall be specified in advance and are subject to Property Management approval.
14. The exterior sign band is 36-inches in height. Sign size and placement will be restricted to the sign band. Signage should be centered within the sign band. The beginning and end of tenant signage shall not be nearer than 24-inches to outside edges of each tenant's allocated lease line, as determined by Landlord.
15. Maximum letter height is restricted to 24-inches. Letter height exceeding 24-inches is subject to Property Management and City of Eagan approval.
16. Neon graphics require Landlord approval.
17. Any drilling or boring to be done through the exterior wall of the building shall be performed in accordance with all architecturally accepted methods and every precaution shall be taken to ensure that these areas are sufficiently waterproofed.
18. Exterior signage must be installed no later than 60-days after the Lease Commencement Date. If the signage is not installed within this timeframe, the Landlord reserves the right to install a sign on the tenant's behalf, with all associated costs to be borne by the tenant.
19. 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.
20. No sign shall have exposed wiring, bulbs (including exposed neon), ballasts, conduit, connections or transformers. Electrical components and service to sign lights shall be fully installed behind the sign band, inside of the enclosed building soffit. The soffit is accessible through the drop down panel over the front sidewalk.
21. 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.
22. Tenants requesting to modify, remove, or replace any exterior signage throughout their lease term, or upon lease expiration and move out, are required to remove and replace all damaged sign band panels, and restore the panels to their original condition prior to the installation of any new signage. Tenants are responsible for all costs related to the replacement of sign band panels and must obtain Landlord approval prior to installation.

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23. 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.
24. 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 Property Management as part of the termination process.
25. The following types of exterior signage and/or sign components are prohibited:
- a. Roof Signs
Signs erected, constructed, attached wholly, or in part, upon the cover or roof of any building or parapet.
 - b. Motion Signs
Any sign which revolves, rotates, scrolls, is animated, has moving parts, or gives the illusion of motion.
 - c. Portable Signs
Any sign designed to be movable from one location to another, and which is not permanently attached to the building exterior.
 - d. Search Lights
Except in conjunction with grand openings.
 - e. Reader Boards
Electronic or manual.
 - f. Banners
Except in conjunction with grand openings for new tenants or newly remodeled tenants. Banners that contain the business name may be used until a permanent sign is installed. All banners must be professionally created and must be approved by the Property Management prior to installation.

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- g. Noise
Signs employing noise making devices or components.
- h. Miscellaneous
 - Air inflated devices
 - Paper signs
 - Pennants
 - Stickers
 - Whirling devices
 - Any other miscellaneous device resembling the above items
- i. Wall Signs Employing the Following:
 - Moving, blinking, or flashing light
 - Exposed ballast boxes or transformers
 - Sign manufacturers name, stamps, or decals
 - Painted/non-illuminated letters
 - Un-edged letters, letters with exposed fastenings, or letters without returns

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.