



**AG REAL ESTATE**  
1343 Locust Street, Suite 208  
Walnut Creek, CA 94596

925.476.0400  
[www.ag-re.com](http://www.ag-re.com)



## **PROPERTY MANAGEMENT**

- ▲ COMMERCIAL
- ▲ SHOPPING CENTERS | RETAIL
- ▲ ASSOCIATIONS | MULTI-FAMILY

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## About Us



**AG Real Estate** provides commercial property management services to Northern California. Since 1991 our sole focus has been to deliver performance that enriches our clients and enhances the lives of the people we serve.

We're a hardworking group of professionals, keen on providing top talent, service, and advise to our clients.

It's our pleasure to make life less stressful as well as more profitable for those who hire us.

Please take a stroll through our brochure to see some of the many benefits our talented folks offer at **AG Real Estate**.

**ABOUT US**

# Financial Management



- ▲ Process rental income
- ▲ Review and pay invoices
- ▲ Maintain financial reports
- ▲ 24~7 Access to account statements
- ▲ Calculate CPI increases & CAM expenses

**WORK ORDER**  
WORK ORDER # 1044  
DATE: December 20, 2007

AG Real Estate  
1343 Locust Street, Suite 208  
Walnut Creek, CA 94596  
Tel: 925.476.7600  
Fax: 925.476.0400

TO: Tony Ramos  
Tel: 925.381.8  
Fax: 925.671.2

Quantity: \_\_\_\_\_  
Tenant: \_\_\_\_\_  
Phone: 9 \_\_\_\_\_  
Corridor: \_\_\_\_\_  
Requesting: \_\_\_\_\_  
Jessica's \_\_\_\_\_  
Thank you \_\_\_\_\_

Category	Description	11/07 - 12/31/07	Overall 12/07
<b>EXPENSES</b>			
None			
Dep		6,380.00	6,380.00
Lease		1,400.00	4,980.00
Admin/Trng		800.00	1,680.00
Trng		8,800.00	12,000.00
Waste Trng		10,310.00	12,510.00
<b>TOTAL EXP</b>		<b>28,690.00</b>	<b>39,550.00</b>
<b>REVENUES</b>			
None			
Admin/Trng		700.00	700.00
Lease		2,100.00	2,100.00
The Message Place		7,000.00	7,000.00
None			
<b>TOTAL REV</b>		<b>9,800.00</b>	<b>9,800.00</b>
		<b>28,890.00</b>	<b>49,350.00</b>
		<b>1,200.00</b>	<b>7,000.00</b>
		<b>40,710.00</b>	<b>56,350.00</b>
		<b>26,180.00</b>	<b>26,180.00</b>
		<b>14,530.00</b>	<b>30,170.00</b>
		<b>14,530.00</b>	<b>14,530.00</b>
		<b>29,060.00</b>	<b>44,700.00</b>

**1595 Holiday Lane - Suite A-1  
Fairfield, CA 94534  
2007 NNN CAM Reconciliation**

**CAM RECONCILIATION**

	Total Expenditures	% Share of Cost	\$ Share of Cost
Accounting	\$281.55	14.00%	\$39.62
Bank Charges	\$5.00	14.00%	\$0.70
Electric Repair	\$1,070.00	14.00%	\$149.00
Eliminators	\$125.00	14.00%	\$17.50
Fire Control Service	\$4,580.94	14.00%	\$641.26
Gas & Electricity	\$17,778.07	14.00%	\$2,489.00
HVAC Maint/Repair	\$625.00	14.00%	\$87.50
Insurance	\$8,729.00	14.00%	\$1,222.06
Landscape Maintenance	\$11,200.00	14.00%	\$1,568.00
Paving and Parking Lot	\$22,054.00	14.00%	\$3,087.56
Property Management / Arman Group	\$32,108.68	14.00%	\$4,495.21
Property Management / Codes Commercial	\$4,236.40	14.00%	\$593.10
Property Tax	\$68,409.98	14.00%	\$9,577.39
Refuse Collection	\$1,403.05	14.00%	\$196.43
Repairs	\$1,021.13	14.00%	\$142.96
Water & Sewer	\$594.94	14.00%	\$83.29
<b>Total CAM Expenses</b>	<b>\$176,654.04</b>		<b>\$24,731.69</b>
<b>CAM Payments Received</b>			<b>\$19,258.88</b>
<b>Balance Due</b>			<b>\$5,472.81</b>



**FINANCIAL**

# Asset Management



- ▲ Recommend rental increases
- ▲ Negotiate vendor contracts & services
- ▲ Review vendor performance
- ▲ Research comparable properties
- ▲ Maximize Net Operating Income (NOI)

LEASE SCHEDULE											
Line	Sub L	Tenant Name	Lease #	% of Building	Monthly Rent	Monthly Rent	Monthly Rent	Monthly Rent	Monthly Rent	Lease Term	Net Rent
A-100		American A&E Insurance	170	2.4%	\$1,400.26	\$1,400.26	\$1,400.26	\$1,400.26	\$1,400.26	12/01/06 - 12/31/10	\$1,400.26
A-105		Vista Valley Mortgage	176	2.4%	\$1,256.66	\$1,256.66	\$1,256.66	\$1,256.66	\$1,256.66	12/01/11 - 12/31/14	\$1,256.66
A-107		Harold's Life Support	176	2.1%	\$1,733.00	\$1,733.00	\$1,733.00	\$1,733.00	\$1,733.00	10/01/09 - 10/01/09	\$1,733.00
A-110		Thousand Palms	180	2.4%	\$1,437.00	\$1,437.00	\$1,437.00	\$1,437.00	\$1,437.00	01/01/10 - 12/31/11	\$1,437.00
A-115		D&D Property Management	180	2.4%	\$1,437.00	\$1,437.00	\$1,437.00	\$1,437.00	\$1,437.00	01/01/10 - 12/31/11	\$1,437.00
B-101		Shaw-Welby	170	4.1%	\$2,340.00	\$2,340.00	\$2,340.00	\$2,340.00	\$2,340.00	01/01/04 - 12/31/10	\$2,340.00
B-106		School Web Services	176	1.6%	\$725.00	\$725.00	\$725.00	\$725.00	\$725.00	02/01/08 - 12/31/10	\$725.00
B-115		U-Store It	176	5.1%	\$2,300.00	\$2,300.00	\$2,300.00	\$2,300.00	\$2,300.00	01/01/07 - 12/31/10	\$2,300.00
<b>TOTAL</b>											

SALES COMPARABLES									
Address	Sq. Ft.	Sale Price	Cost/1000	DOM	Cap	Lease No.	Book	Sub Div.	Year
Bay Vista 2220 North Camino Alto Vallejo, California	53	\$ 9,360,000	\$ 100,343	9.00	5.93%	3-24	17-24	1993	2007
Grande Vista Apartments 1990 Grande Drive Fairfield, California	40	\$ 4,200,000	\$ 105,000	30.3	8.29%	8-145	22-25	1972	2007
United Plaza 1705 Second Avenue Fairfield, California	36	\$ 4,278,000	\$ 118,750	9.95	5.93%	36-34	1990	January	2007
Crescent Park Apartments 303 Sandy Lane Suisun, California	240	\$ 22,000,000	\$ 91,667	9.9	6.30%	88-85	189-24	1982	December
Cliffhug Square 1189 Taylor Avenue Fairfield, California	40	\$ 4,950,000	\$ 98,625	9.3	6.10%	40-34	1976	August	2006

### SOLANO COUNTY OFFICE PROPERTY SALES COMPARABLES

ADDRESS	SALE PRICE	SQ. FT.	COPIES PER SQ. FT.	DOM	DOM	DOM	COMMENTS
924 Missouri Street Fairfield, CA	\$ 2,134,500	15,347	\$ 139.29	N/A	1900	5/2/07	Two story office, located in the downtown core, just off Taylor Street. Great B building with parking.
1450 Olive Road Fairfield, CA	\$ 7,260,000	29,526	\$ 246.19	N/A	1971	12/13/09	Two story, Class A building close to retail, offices, and 100, Modern building w/ sidewalk cafe.
701 Southampton Rd Berkeley, CA	\$ 1,670,000	7,540	\$ 221.35	5/30/11	1978	9/1/06	Multitenant office building, two-story with 4750 sq ft. Many recent improvements such as paint, carpet, and HVAC, signage, parking lot and landscaping.
224 Alamo Drive Vacaville, CA	\$ 2,442,000	14,430	\$ 169.52	N/A	1989	11/23/04	Single story, medical use, neighborhood office. Clean property in good location, close to I580 and downtown.
<b>AVERAGES</b>	<b>\$ 3,487,126</b>	<b>18,720</b>	<b>\$ 186.34</b>	<b>6.33%</b>			



934 Missouri Street, Fairfield



1455 Oliver Road, Fairfield



781 Southampton Road, Berkeley



1241 Alamo Drive, Vacaville



## ASSET MANAGEMENT

# Property Operations



- ▲ Inspect property
- ▲ Recommend corrective action
- ▲ Handle maintenance emergencies
- ▲ Oversee renovations and repairs
- ▲ Oversee subcontractors
- ▲ Ensure compliance with regulatory requirements

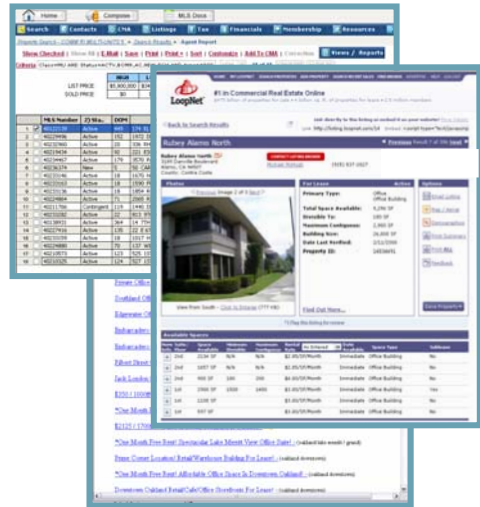


**PROPERTY OPERATIONS**

# Marketing Activities



- ▲ Market property vacancies
- ▲ Post on Databases:
  - MLS, LoopNet, Craigslist, etc.
- ▲ Broadcast on Property Line and CoStar
- ▲ Launch email blasts to brokerage community
- ▲ Signage



**MARKETING**

# Leasing Activities



- ▲ Lease negotiation and preparation
- ▲ Collect deposits and oversee refunds
- ▲ Enforce rent collection and terminations
- ▲ Review landlord/tenant obligations

(e) If Tenant fails to repair any damage to the premises, caused by Tenant or Tenant's invitees through lack of ordinary care, for a period of greater than thirty (30) days after written demand to make such repairs is served on Tenant by Owner, then Owner may appropriate and apply such portion of the Security Deposit as may reasonably be necessary for such repair.

(f) If, on termination of this Agreement or the tenancy for any reason, the premises are not in good condition when received by Tenant from Owner, then Owner may appropriate and apply any portion of the Security Deposit as may reasonably be necessary to put the premises in such condition.

(g) If on termination of this Agreement or incident to any action on this Agreement, its terms and conditions it becomes necessary for Owner to employ attorneys, sheriffs, marshall, moving and storage firms, etc. to do premises, Owner may appropriate and apply any portion of the Security Deposit as may reasonably be necessary to fund such services.

(h) None of the above shall prevent or limit Owner from bringing its all funds for such costs and expenses incurred by owner which may Security Deposit.

(i) Owner may apply the Security Deposit to remedy future default under this Agreement to restore, replace or return personal property ordinary wear and tear.

(j) Tenant agrees to restore the Security Deposit to its original amount as required by Owner during the period of this Agreement.

7. UTILITIES: Tenant shall be responsible for the payment of all utilities (Garbage Removal, Cable) and services except: Landscaping/Maintenance

8. POSTPONED DELIVERY OF POSSESSION: If Owner is unable to do on the above commencement date for any reason, Owner shall not be subject to this Agreement as affected nor the term be extended, but under hereunder shall not commence until possession of the premises is delivered event possession of the premises is not delivered by Owner to Tenant after commencement date, then at any time after the 3 day period and prior to 14 possession, Tenant may terminate this Agreement by written notice to Owner obligations hereunder or both parties shall cease.

9. RENTAL APPLICATION: Tenant's application to rent is specifically into hereof. If the application shall contain any misrepresentation, Owner may treat such representation as a default hereunder and terminate all rights or

10. JOINT AND SEVERAL OBLIGATION: It is expressly understood that Owner and each signatory individually jointly and severally, in the event of each and every remaining signatory shall be responsible for timely payment all of the terms and provisions of this Agreement, regardless of whether a possession of the premises.

11. RESPONSIBILITY FOR GUESTS AND INVITEES: Tenant hereby agrees guests and invitees in and about the premises to respect the privacy and

12. TERMINATION PROCEDURE: Upon termination, Tenant shall:

- (a) completely vacate the premises, including any storage or any of the occupying;
- (b) Deliver all keys and all personal property furnished to Tenant to Owner in good, clean and sanitary condition, reasonable wear and
- (c) Leave Tenant's forwarding address with Owner to make such accounting and/or refund as may be required by law.

13. PROHIBITION AGAINST ASSIGNMENT OR SUBLETTING: Tenant mortgage or hypothecate this Agreement in whole or in part or any interest sublease or sublet the premises or any part or portion thereof, either before the event Tenant shall attempt to assign, transfer or hypothecate this Agreement the event Tenant shall sublet the whole or any part of the premises, then to successors and/or assigns, this Agreement shall immediately terminate. If assignment or subletting, such consent shall not be deemed a consent to subletting. The acceptance of rent by Owner from Tenant or from any other purported assignment or subletting shall not be deemed a waiver by Owner



## RESIDENTIAL LEASE AGREEMENT

- 1. INTRODUCTION:** This Residential Lease-Rental Agreement (hereinafter "Agreement") is made this **MAY 28<sup>th</sup> 2007** at WALNUT CREEK, California, between **STEVEN GARCIA & ROSA GARCIA** hereinafter "Owner") and **ELIAN BAGHERI & PAVANDEH BAGHERI** (hereinafter "Tenant") and evidences the terms under which "Tenant" agrees to lease or rent from Owner the property commonly known as and described as: **2883 LARKLEY LANE, WALNUT CREEK, CA 94597** (hereinafter "premises").
- 2. TERM:** The term of the tenancy shall commence **JULY 1<sup>ST</sup>, 2007**, and shall continue:
  - (a) For a period of **12 months ending at noon on JUNE 30<sup>th</sup>, 2008**, and continuing thereafter on a month to month basis until either party shall terminate the tenancy by giving thirty (30) days written notice to the other party.
- 3. OCCUPANTS:** The premises shall be occupied only by the persons identified above as "Tenant." No other persons, regardless of age, shall occupy the premises except as guests. Guests may not occupy the premises in excess of fourteen (14) days during any twelve calendar month period without the prior written authorization of Owner.
- 4. USE:** The premises shall be used exclusively as a residence and Tenant agrees not to use the premises for any commercial or other enterprise at any time during Tenant's occupancy of the premises, including but not limited to child care.
- 5. RENT:**
  - (a) Tenant shall pay to Owner rental of **\$3,000 per month** (due and payable in advance on the **FIRST** day of each month).
  - (b) Rent shall be paid to Owner or Owners Agent at: **AG REAL ESTATE 1343 LOCUST STREET #208, WALNUT CREEK, CA 94596** (925) 270-7600 OR at such other location as Owner shall from time to time designate in writing.
  - (c) Rent shall be provided in the event occupancy shall commence on other than the rental due date and in the event the tenancy shall terminate on other than the last day of a month to month rental term given Owner has received proper notice of Tenant's intent to vacate.
  - (d) In the event rent is not paid by **5:00 p.m.** on the **FIFTH** day of the month, Tenant agrees to pay, as **additional rent, a late charge of \$50.00**. The late charge does not establish a grace period. Owner may make written demand for any rent unpaid on the second day of the month. Rent paid by mail shall be postmarked by the first day of the rental due date or the late charge above-referenced to shall apply. It is agreed the late charge shall be reimbursement to Owner for estimated administrative expense incurred by owner in processing the late payment of rent and for estimated loss of interest and other prospective economic advantage that is otherwise impractical or extremely difficult to fix the actual figure. The late charge shall be in addition to all other remedies available to Owner.
  - (e) In the event rent is tendered by check which is, for any reason, dishonored by the maker's financial institution, Tenant agrees to pay Owner \$ 25.00 as reimbursement to Owner for estimated administrative expense in processing such dishonored check as it is otherwise impractical or extremely difficult to fix an actual figure. It is agreed this charge shall be deemed additional rent and shall be in addition to all other remedies available to Owner. If Tenant's rent check is returned dishonored by maker's financial institution on more than one occasion, on Owner's written request to Tenant, Tenant shall pay all future rent in the form of a cashier's check or money order.
- 6. SECURITY DEPOSIT:** Tenant shall pay to Owner upon execution of this Agreement a Security Deposit in the amount of **\$3,000** to secure Tenant's obligations hereunder. Tenant shall also pay an additional pet deposit for **two** to occupy premises.
  - (a) Owner may, but shall not be obligated to, apply all or part of Security Deposit on account of Tenant's obligations hereunder.
  - (b) Tenant shall not have the right to apply the Security Deposit in payment of the last month's rent.
  - (c) Tenant shall not be entitled to any interest or other economic advantage on the Security Deposit while in possession of Owner.
  - (d) If Tenant shall be in default in payment of rent or any portion thereof, or of any sums expressly constituting additional rent, Owner may appropriate and apply any portion of the Security Deposit as may be necessary to remedy sums due.






# Tenant Relations



- ▲ Run tenant credit & background checks
- ▲ Maintain communication with tenants
- ▲ Prepare rent increase letters & other correspondence
- ▲ Coordinate move-ins and move-outs

The image shows two website screenshots. On the left is the Equifax website, featuring a banner for 'Equifax Credit Watch™ Gold' with the headline 'Don't Let Identity Thieves Ruin Your Credit'. It lists benefits such as daily monitoring, unlimited credit reports, and identity theft insurance. On the right is the National Credit Check website, with the headline 'Your partner in productivity!' and a focus on providing credit reporting services to landlords and property managers.

  
 AG REAL ESTATE  
 1343 LOCUST STREET, SUITE 208  
 WALNUT CREEK, CA 94596  
 925.476.0400

February 21, 2008

Charlie Palano, DMD  
 8300 Lone Tree Way  
 Antioch, CA 94509

**RE: LEASE RENEWAL AUTHORIZATION**

Dear Dr. Palano:

Your lease for 8300 Lone Tree Way in Antioch expired February 28, 2008. The landlord is willing to extend your lease another five (5) years at the following rates:

March 1, 2008 - February 28, 2009	\$4,048.00 / month (\$4,048.00 #)
-----------------------------------	-----------------------------------


On each succeeding March 1st, the monthly base rent shall be adjusted to reflect the change in the Consumer Price Index (All Items, All Urban Consumers, San Francisco-Oakland San Jose Region) (CPI). The monthly base rent shall be adjusted on each Rent Adjustment Date to an amount determined by multiplying current base rent by a fraction, the numerator of which is the CPI for the month of the December preceding the Rent Adjustment Date, and the denominator of which is the CPI for the month of December of the year before.


In no event shall the rent adjustment on any Rent Adjustment Date result in an increase of less than 3% or more than 5% over the monthly base rent payable immediately prior to such rent adjustment.

March 1, 2009 - February 28, 2010	+ 3-5% CPI increase
March 1, 2010 - February 28, 2011	+ 3-5% CPI increase
March 1, 2011 - February 28, 2012	+ 3-5% CPI increase
March 1, 2012 - February 28, 2013	+ 3-5% CPI increase

Please adjust your accounts payable system to reflect the new monthly rent of: **\$4,048.00**

By signing below, you agree to the above terms and this letter will become part of your Lease Agreement. All other terms of the original lease shall remain in effect. Please don't hesitate to contact me at (925) 270-7000 if you have any questions.

Sincerely,  
  
 Saul Aronson

  
 CHARLIE PALANO, DMD      DATE      AG REAL ESTATE (FOR DR. CHARLIE PALANO)      DATE

credit Watch™ Gold with 3-in-1 Monitoring  
 3 a month includes your 3-in-1 Credit Report and  
 Equifax alerts you of any key changes to your Equifax,  
 and TransUnion credit reports



## TENANT RELATIONS

## Contact Information



**AG Real Estate**

**1343 Locust Street, Suite 208  
Walnut Creek, CA 94596**

**925.476.0400**

**saul@ag-re.com  
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**CONTACT**