From: Joey Steinhagen <joey@runningtoplaces.org>
Subject: **Lease and other important mall info!**
Date: July 26, 2018 4:06:12 PM EDT
To: Heidi Jack Goldstein <hjorganics@aol.com>, Lilly Westbrook <lwestbrook@ithaca.edu>, Deborah Drew <parkrdrew@hotmail.com>, Kati Torello <katitorello@gmail.com>, Jim Drew <jdrew4@twcny.rr.com>, Richard Edward Furnas <ref2@cornell.edu>, Jerry Dietz <jerry@cspmanagement.com>

4 Attachments, 4.5 MB

At long last, please find attached a lease and a few other important documents and details. Please review, comment, advise. I would also like to forward this to R2P kid Zoe Klausner's dad who is a real estate attorney. Anyone else who ought to review things? Be in touch. - Joey

> Begin forwarded message:
>
> **From:** Gina Speno <Gina@theshopsatithacamall.com>
> **Subject: New lease Running to Places**
> **Date:** July 26, 2018 at 3:42:18 PM EDT
> **To:** joey@runningtoplaces.org
> **Cc:** Beth Tanner <beth@theshopsatithacamall.com>
>
> Joey,
>
> Please find attached the following items:
>
> - The new Lease Agreement – please review and have two sets printed, signed and notarized.
> - Please return both sets to my office along with the first month's rent and security deposit; payable to Ithaca Mall Realty LLC.
> - An updated insurance certificate for this space will need to accompany the signed agreements.
>
> If you have any questions, please let me know!
>
> We look forward to working with you!
>
> Gina Speno, CRX, CSM
> Property Management/Leasing
> The Shops at Ithaca Mall
> 40 Catherwood Road
> Ithaca, New York 14850
> Office 607-257-5338
> Cell 315-374-6664

Gina@theshopsatithacamall.com
www.theshopsatithacamall.com
This e-mail may contain confidential and/or privileged information. If you are not the intended recipient (or have received this e-mail in error) please notify the sender immediately and destroy this e-mail. Any unauthorized copying, disclosure or distribution of the material in this e-mail is strictly forbidden.

Begin forwarded message:

From: Gina Speno <Gina@theshopsatithacamall.com>
Subject: tenant buildout
Date: July 26, 2018 at 3:52:01 PM EDT
To: joey@runningtoplaces.org
Cc: Beth Tanner <beth@theshopsatithacamall.com>

Here are a few things to review:

- Demo permit/building permit: As the Landlord we are required to apply for these permits.
    - A complete set of demo plans and building plans will need to be submitted with each application. The cost of the permit is based on the total cost of the project; please provide this amount to us.
    - We will need the General Contractors information and a list of all the sub-contractors being used.
    - A sample insurance is attached for the General Contractor, please share this with them. They need to supply us a certificate and they need to supply the Village of Lansing a certificate.
- Pre- Construction Meeting:
    - Once we submit the plans for review to the Village of Lansing and our Tenant Coordination person, we should schedule a meeting with your GC to review various other elements.

- Signage:
    - Once you have possession of the space and you have a GC contacted, we do require they install the barricade and coming soon signage should be placed on the barricade.
    - Store signage should be submitted at any time and

does not require a permit.

Please let me know if you have any questions!

Gina Speno, CRX, CSM
Property Management/Leasing
The Shops at Ithaca Mall
40 Catherwood Road
Ithaca, New York 14850
Office 607-257-5338
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Running in P…ocx (523 KB)

ITHACA Cert….pdf (138 KB)

Tenant Desi…k.pdf (3.7 MB)

ITHACA Cert….pdf (138 KB)