



THE TENANT'S GUIDE TO OFFICE LEASING

WRITTEN BY HEBRON REALTY
BROOKLYN | NY

CONTACT

Robert Hebron, SIOR
347.661.1230
Rfhebron@ingram-hebron.com

Rob Hebron CCIM, SIOR
347.528.5077
Rob@Ingram-hebron.com



DO I PAY YOU? **NO.** BROKER COMMISSIONS ARE PAID BY THE LANDLORD.

WHAT WILL MY SECURITY DEPOSIT BE?

Security deposits are negotiable and generally range from two to six months. They are negotiable and dependent on the financial strength of the tenant.

WILL I NEED INSURANCE?

Yes. Most leases require insurance to protect both the tenant and landlord.

DO I NEED AN ATTORNEY?

YES! Never sign a lease without consulting an attorney experienced in commercial leases.

IS A LETTER OF INTENT BINDING?

NO. An offer (LOI, or letter of intent) is non-binding.

HOW LONG ARE COMMERCIAL LEASES?

Commercial leases usually range from 3 to 10 years, although longer or shorter terms can be negotiated depending on the needs of the tenant.

WHAT DO I NEED TO GET STARTED?

We can discuss this during our introductory call. You ideally have a general idea of how much space you need and the areas you prefer. You will need to have financials for the last 2-3 years for the person or entity signing the lease. We can provide referrals for attorneys specializing in commercial leases.

WHY DO I NEED A BROKER?

A commercial real estate broker has specialized expertise, market knowledge, and negotiation skills tailored to commercial properties, ensuring you get the best deal. They focus solely on your needs, unlike a real estate agent who may handle both residential and commercial transactions, often with less depth in the commercial sector.

WAIT! I HAVE MORE QUESTIONS!

Great! I have more answers - 347.528.5077

TIMELINE

INITIAL MEETING

We gather information, identifying your space needs, timeline, desired areas, and financials, Don't know where you want to be or how much space you need? No problem. We'll guide you.

1 DAY

PROPERTY PRESENTATIONS

The initial property presentation. We will present all the available space on the market that fits your criteria. Working together, we pare the spaces down to a manageable size.

2-3 DAYS



PROPERTY TOURS

Time to tour! We tour the selected areas, offering insights into each area, access to transit, amenities, and brief profiles on each building. We'll even bring the coffee.



1-2 DAYS

LETTER OF INTENT

After selecting sites, we will generate LOIs to make offers on the space. We generate our offers based on recent area comps, taking into account the uniqueness of the building to ensure competitive pricing. We negotiate on your behalf until a deal is agreed upon or the property is removed from our targeted list. You will be asked to submit financials for the entity signing the lease.

1-3 WEEKS

REQUEST FOR LEASE & LEASE NEGOTIATION

After an LOI is accepted, a lease will be prepared and sent to your attorney. The attorneys will trade comments until your lawyer feels you are well protected. Final copies of the lease are issued, and its time to sign!

1-3 WEEKS

LEASE EXECUTION

You will sign leases for the space and cut checks for your security deposit and first month's rent. If there was Landlord's work, the work will commence. You get the keys. Time to call the moving trucks.

1 DAY



SMALL TEAM, BIG REACH.



WE SERVE OUR TENANTS, NOT OURSELVES. HOW CAN WE HELP?

At Hebron Realty, we utilize the same cutting-edge tools as the largest brokerage houses to ensure your business finds the right space at the best terms. While larger firms handle a high volume of transactions, we take a more personalized approach, giving your search the focus and expertise it deserves. A principal broker is directly involved in every step of your leasing journey, ensuring hands-on guidance from start to finish.

We go beyond traditional searches by leveraging direct landlord outreach, deep market analytics, and extensive industry connections to identify spaces that truly fit your needs. Our resources include trusted data sources like ARGIS, Moody's CRE REIS, Placer.AI, Pictometry, CREPI, and CoStar, providing access to exclusive, non-public market insights. Through our nationwide network of brokers and landlords—including groups like CCIM and SIOR—we uncover off-market opportunities that others may miss. When you work with us, you get more than just listings—you gain a strategic partner dedicated to securing the best possible deal. From market analysis and lease negotiations to ensuring the space meets your operational needs, we handle the complexities so you can focus on running your business.

Let us take the burden off your plate by delivering curated space options, comprehensive market data, and expert negotiation—all tailored to help you secure the ideal location. Your business deserves more than just space—**it deserves the right space.**

YOU RUN A BUSINESS, NOT A REAL ESTATE COMPANY. THAT'S WHERE WE COME IN. WE HANDLE THE COMPLEXITIES OF LEASING SO YOU CAN STAY FOCUSED ON WHAT YOU DO BEST. LET'S GET TO WORK.

DATA AND MEMBERSHIP



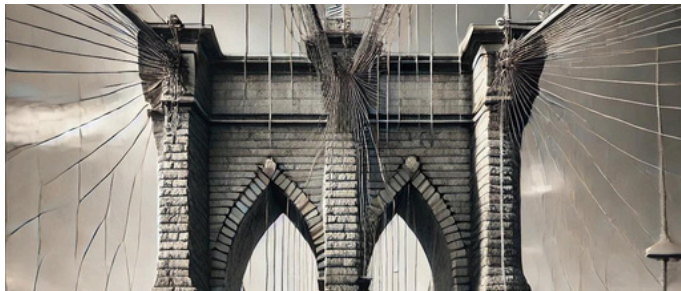
TENANTS WE HAVE WORKED WITH



OUR TEAM

ROBERT **HEBRON** SIOR, PRINCIPAL BROKER

Robert began his real estate career in the 1990s in Marin County, California. A technology pioneer, he used early computers to create listing brochures for clients and colleagues. With over a decade of membership in SIOR, Robert brings unparalleled experience to the industry. As an expert in transaction management, Robert specializes in closing complex, multi-year transactions. His extensive consulting background has equipped him to represent Landlords in transactions with high-profile clients such as DMV, NYPD, GSA, WCB, and Starbucks.



ROB **HEBRON** CCIM, SIOR PRINCIPAL BROKER

Rob is a data-driven CRE expert with 17 years of experience in leasing. Combining market insights, area analytics, and cutting-edge technology, he brings a forward-thinking approach to CRE strategy. As an early adopter of AI applications in commercial real estate, Rob integrates big data into decision-making, empowering landlords with precision-driven insights. He closely tracks evolving work-from-home (WFH) and hybrid trends, ensuring landlords position their properties effectively in the shifting office landscape.



37+

Total years combined experience in real estate brokerage and advising



2MM+

SF of closed leases



CONTACT

Robert Hebron, SIOR
347.661.1230
RFHebron@HebronRE.com

Rob Hebron CCIM, SIOR
347.528.5077
Rob@HebronRE.com



Hebron Realty
16 Court Street, 2105
Brooklyn, NY 11241
Rob@HebronRE.com
RFHebron@HEbronRE.com