**ATTACHMENT 4: INTERIM USE PROPOSAL SUMMARY SHEET**

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| **Organization Name:**  **Proposed Interim Use:** | |
| **Experience** |  |
| Years of experience |  |
| Business Experience Description |  |
| Staff Size |  |
| Business website |  |
| **Qualifications** |  |
| Principal ownership structure |  |
| **Financial Capability** |  |
| Description of financial capacity & track record |  |
| **Use/Concept Plan** |  |
| Interim Use Description |  |
| Proposed use of physical site (by square footage) |  |
| Proposed business hours |  |
| Will there be security for the site? |  |
| Does the site improvements require below grade improvements? Will the improvements be easily dismantled? |  |
| Are City permits required to be obtained for this use? If so, what permit type and how long with the process take? |  |
| Is the source of fund committed? If not, when will it be? |  |
| Description of the 2-year timeline (from set up to dismantle of proposed interim use) |  |
| **Proposed Financial Terms** |  |
| Proposed Annual Rent | Monthly Rent Amount:  Annual Rent amount: |
| Pay one month’s rent for security deposit? |  |
| Projected Revenue to the City | Annual revenue amount: |