Commercial Real Estate Advice

How to Add Value When Buying, Selling, Repositioning, Developing, Financing, and Managing



TERRY PAINTER

WILEY

Table of Contents

Cover
Encyclopedia Topics
<u>Foreword</u>
Introduction
THIS BOOK WILL SAVE YOU TIME AND MONEY
HOW TO USE THIS BOOK
PART I: Smart Strategies for Buying
<u>CHAPTER 1: Who Are You When Buying a Commercial Property?</u>
SEVEN TOP CHARACTER TRAITS OF EXPERIENCED COMMERCIAL REAL ESTATE INVESTORS
FOUR PHASES OF THE COMMERCIAL REAL ESTATE MARKET CYCLE AND THE BEST TIME TO BUY
THE LOWEST-RISK PROPERTY TYPES TO CHOOSE
TEN RISK-LOWERING ACTION STEPS
FOUR LEVELS OF RISK BASED ON PROPERTY CONDITION, INCOME, LOCATION, AND OCCUPANCY
CHAPTER 2: Seven Smart Strategies for Adding Value When Buying
1. HAVE YOUR DOWN PAYMENT, PROFESSIONAL TEAM, AND FINANCING

TOGETHER BEFORE YOU GO SHOPPING

2. USE LEVERAGE RESPONSIBLY

3. DEFINE YOUR PROPERTY SEARCH
<u>OBJECTIVES</u>
4. FOUR 15-MINUTE METHODS OF
DETERMINING PROPERTY VALUE
5. CHOOSE A PROPERTY THAT CAN BE
<u>RECESSION-PROOFED</u>
6. CHOOSE THE BEST TEAM MEMBERS
7. WINNING THE NUMBERS GAME——
MAKING AND NEGOTIATING OFFERS
ENCYCLOPEDIA TOPIC A: Buying
PART II: Smart Strategies for Buyer Due Diligence
CHAPTER 3: Outstanding Due Diligence for Buyers
TWELVE DUE DILIGENCE MISTAKES THAT
BUYERS SHOULD AVOID
IS THIS PROPERTY "WHO" YOU THOUGHT IT
<u>WAS?</u>
ENCYCLOPEDIA TOPIC B: Due Diligence
PART III: Smart Strategies for Raising Investors
CHAPTER 4: Raising Money and Creating Investor
<u>Partnerships</u>
BUYING COMMERCIAL REAL ESTATE
WITHOUT MONEY OR EXPERIENCE
EIGHT COUNTERMEASURES FOR NOT
HAVING ENOUGH MONEY AND EXPERIENCE
USING OTHER PEOPLE'S MONEY TO GET
RICH WHEN BUYING COMMERCIAL PROPERTY
HOW THE INEXPERIENCED DEAL
MANAGER/SPONSOR CAN GET STARTED
WHAT PERCENTAGE OF OWNERSHIP
SHOULD YOU GET FOR PUTTING THE DEAL

т-	\bigcirc	O :	CT.	TT?	\mathbf{r}
				1E.	
_	$\overline{}$	<u> </u>	 	<u></u>	<u> </u>

WHY NON-RECOURSE FINANCING IS THE KEY TO RAISING INVESTORS

NINE PITFALLS TO AVOID IN INVESTOR PARTNERSHIPS

FORMING A REAL ESTATE SYNDICATION

ENCYCLOPEDIA TOPIC C: Raising Investor Partners

ENCYCLOPEDIA TOPIC D: Property Ownership Entity

PART IV: Smart Strategies for Sellers

<u>CHAPTER 5: Hold, Cash-Out Refinance, Sale, or 1031 Exchange?</u>

CASH-OUT REFINANCING TO PURCHASE MORE INVESTMENT PROPERTY

IS THIS A GOOD TIME TO SELL YOUR COMMERCIAL PROPERTY?

YOU'VE GOT TO LOVE THE 1031 TAX-DEFERRED EXCHANGE

<u>PUTTING THE CART BEFORE THE HORSE:</u> THE 1031 REVERSE EXCHANGE

CHAPTER 6: Adding Value in the Selling Process

DETERMINING THE MAXIMUM SALES PRICE

POWER BROKERS ARE HIGHLY SKILLED AT PUSHING UP THE SALES PRICE

TWELVE MISTAKES TO AVOID WHEN
SELLING YOUR COMMERCIAL PROPERTY

VALUE-ADDING BEFORE SELLING

WHY YOU SHOULD DO A FOR SALE BY OWNER

<u>WHY YOU SHOULDN'T DO A FOR SALE BY</u>
<u>OWNER</u>
BENEFITS OF WORKING WITH AN
EXPERIENCED COMMERCIAL REAL ESTATE
BROKER
SHOULD YOU OWNER-CARRY?
ALTERNATIVE TO OWNER-CARRY: THE
MASTER LEASE PURCHASE
ENCYCLOPEDIA TOPIC E: Selling
PART V: Smart Strategies for Repositioning
CHAPTER 7: Unlocking Hidden Wealth with
Repositioning
REPOSITIONING A 246-UNIT MULTIFAMILY
PROPERTY IN OKLAHOMA CITY
REPOSITIONING A 38-UNIT MULTIFAMILY
<u>PROPERTY IN GARLAND, TEXAS</u>
MANAGE YOUR REPOSITION PROJECT
ACCORDING TO A PLAN
THREE TYPES OF REPOSITIONING
TIPS FOR CHOOSING THE BEST PROPERTY
FOR REPOSITIONING
THE BIGGEST BANG FOR THE BUCK
ENCYCLOPEDIA TOPIC F: Repositioning
PART VI: Smart Strategies for Developing
CHAPTER 8: Why Developers Are at the Top of the
Food Chain
WHAT ARE DEVELOPERS MADE OF?
HOW MUCH DO COMMERCIAL DEVELOPERS
MAKE?
HOW DO COMMERCIAL BUILDING
DEVELOPERS EARN MONEY?

HOW DO COMME	RCIAL LA	ND DEVE	LOPERS
MAKE MONEY?			

TRAITS OF THE BEST COMMERCIAL REAL ESTATE DEVELOPERS

WHAT IS THE TYPICAL DAY LIKE FOR A COMMERCIAL DEVELOPER?

CAN YOU BECOME A DEVELOPER WITHOUT EXPERIENCE?

FOURTEEN MISTAKES TO AVOID WHEN DEVELOPING COMMERCIAL PROPERTY

<u>CHAPTER 9: 50 Steps of Developing and That Isn't All of Them</u>

THE 15 PROFESSIONALS COMMERCIAL DEVELOPERS TEAM UP WITH

THE COMMERCIAL DEVELOPMENT PROCESS
—FIVE STAGES

ENCYCLOPEDIA TOPIC G: Development

PART VII: Smart Strategies for Financing

CHAPTER 10: Trade Secrets for Getting the Best Rate, Loan Fees, and Terms

THE TRUTH ABOUT HOW COMMERCIAL LENDERS SET RATES, TERMS, AND LOAN FEES

HOW MUCH CAN LENDERS BEND?

ADVICE FROM AN INSIDER ON NEGOTIATING WITH LENDERS

NINE INSIDER TIPS FOR GETTING THE BEST LOAN TERMS

A SEVEN-STEP, CUTTING-EDGE RECIPE FOR GETTING LENDERS TO COMPETE

WHY YOU SHOULD JOIN THE NON-RECOURSE LOAN CLUB

CHAPTER 11: Taking Charge of Your Commercial Loan

WHY YOU SHOULD TAKE A HANDS-ON APPROACH

THE TOP SIX RISKS COMMERCIAL LENDERS DREAD

THE SEVEN PREAPPROVALS IN COMMERCIAL LENDING

THE TRUTH ABOUT COMMERCIAL
APPRAISALS AND WHY THEY SOMETIMES
KILL DEALS

WHY YOU SHOULD USE A COMMERCIAL LOAN BROKER

TEN MITIGATIONS THAT CAN HELP YOU QUALIFY FOR YOUR COMMERCIAL LOAN

VETTING YOUR LENDER AND/OR COMMERCIAL LOAN BROKER

ENCYCLOPEDIA TOPIC H: Financing

ENCYCLOPEDIA TOPIC I: Commercial Loan Programs

PART VIII: Smart Strategies for Managing and Leasing
CHAPTER 12: Smart Strategies for Managing and
Leasing

SELF-MANAGEMENT VERSUS PROFESSIONAL MANAGEMENT

IS A LARGER OR SMALLER MANAGEMENT COMPANY BETTER?

MANAGING YOUR PROPERTY MANAGER

ELEVEN WAYS PROPERTY MANAGERS CAN RIP YOU OFF (AND I'M SURE THERE ARE MORE)

TWELVE SCREENING QUESTIONS TO ASK
WHEN CHOOSING A PROPERTY
MANAGEMENT COMPANY

LEASING BASICS

ENCYCLOPEDIA TOPIC J: Managing and Leasing

Appendix A

Acknowledgments

About the Author

Index

End User License Agreement

List of Tables

Chapter 2

TABLE 2.1 Buying a Duplex with Cash Versus an Apartment Building with Leverag...

THE ENCYCLOPEDIA OF Commercial Real Estate Advice

How to Add Value When Buying, Selling, Repositioning, Developing, Financing, and Managing

TERRY PAINTER

WILEY

Copyright © 2021 by John Wiley & Sons, Inc. All rights reserved.

Published by John Wiley & Sons, Inc., Hoboken, New Jersey.

Published simultaneously in Canada.

No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, scanning, or otherwise, except as permitted under Section 107 or 108 of the 1976 United States Copyright Act, without either the prior written permission of the Publisher, or authorization through payment of the appropriate per-copy fee to the Copyright Clearance Center, Inc., 222 Rosewood Drive, Danvers, MA 01923, (978) 750-8400, fax (978) 646-8600, or on the Web at www.copyright.com. Requests to the Publisher for permission should be addressed to the Permissions Department, John Wiley & Sons, Inc., 111 River Street, Hoboken, NJ 07030, (201) 748-6011, fax (201) 748-6008, or online at http://www.wiley.com/go/permissions.

Limit of Liability/Disclaimer of Warranty: While the publisher and author have used their best efforts in preparing this book, they make no representations or warranties with respect to the accuracy or completeness of the contents of this book and specifically disclaim any implied warranties of merchantability or fitness for a particular purpose. No warranty may be created or extended by sales representatives or written sales materials. The advice and strategies contained herein may not be suitable for your situation. You should consult with a professional where appropriate. Neither the publisher nor author shall be liable for any loss of profit or any other commercial damages, including but not limited to special, incidental, consequential, or other damages.

For general information on our other products and services or for technical support, please contact our Customer Care Department within the United States at (800) 762-2974, outside the United States at (317) 572-3993 or fax (317) 572-4002.

Wiley publishes in a variety of print and electronic formats and by print-on-demand. Some material included with standard print versions of this book may not be included in e-books or in print-on-demand. If this book refers to media such as a CD or DVD that is not included in the version you purchased, you may download this material at http://booksupport.wiley.com. For more information about Wiley products, visit www.wiley.com.

Library of Congress Cataloging-in-Publication Data

Names: Painter, Terry, author.

Title: The encyclopedia of commercial real estate advice: how to add value when buying, selling, repositioning, developing, financing, and managing / Terry Painter.

Description: First Edition. | Hoboken: Wiley, 2020. | Includes index.

Identifiers: LCCN 2020029287 (print) | LCCN 2020029288 (ebook) | ISBN 9781119629115 (cloth) | ISBN 9781119629153 (adobe pdf) | ISBN 9781119629184 (epub)

Subjects: LCSH: Industrial real estate. | Commercial buildings. | Real estate investment. | Real estate business-Finance.

Classification: LCC HD1393.5 . P335 2020 (print) | LCC HD1393.5 (ebook) | DDC 333.33/87—dc23

LC record available at https://lccn.loc.gov/2020029287

LC ebook record available at https://lccn.loc.gov/2020029288

Cover Design and Illustration: Wiley

Dedicated to Bruce Allen Painter

1949-2019

My big brother, who stood by me through thick and thin.

And to my wife Margie, who provided the ideal conditions for writing this book, and to Max, who insisted, "Father, you have to write a book."

Encyclopedia Topics ENCYCLOPEDIA TOPIC A

Buying

Actual Versus Potential/Pro Forma Numbers

Affordable and Subsidized Housing

Auctions, Buying At

Break-Even Ratio

Building Class

Buyer's List of Property Objectives

Buyer's Pro Forma

Cap/Capitalization Rate (Buyer's Perspective)

Cash on Cash Return (CCR)

Commercial Properties' Four Income Streams

<u>Contingency Clauses in the Sales Contract (Buyer's Perspective)</u>

Cost per Unit Analysis

<u>Deferred Maintenance (Buyer's Perspective)</u>

Double Closing

<u>Earnest Money: How Much and Is It Refundable?</u> (<u>Buyer's Perspective</u>)

Effective Gross Income

Gross Rent Multiplier (GRM)

Healthcare Property

Industrial Property

<u>Internal Rate of Return (IRR)</u>

<u>Letter of Intent/Interest (LOI) to Purchase</u>

Master-Metered Property

Mixed-Use Property

Mobile Home Park

<u>Multifamily Property</u>

Nondisclosure Agreement (NDA)

Office Property

Preapproval Letter/Letter of Interest for Financing

Proof of Funds Letter

<u>Purchase and Sale Agreement (PSA) (Buyer's Perspective)</u>

Real Estate Owned (REO) Properties for Sale

Rent Concessions (Buyer's Perspective)

Rent Control

Replacement Cost

Retail Property

Return on Investment (ROI) after Value-Adding

Self-Storage Property

Senior Housing

Single-Purpose/Single-Tenant Property

Student Housing

ENCYCLOPEDIA TOPIC B

Due Diligence

Buyer's or Seller's Market
Cap/Capitalization Rate
<u>Capital Improvement/Replacement Reserves/Cap-X</u>
Collections Verification Report
Commercial Property Purchase or Finance Evaluator
Commercial Property Quick Analysis Calculator
<u>Crime Rate Analysis</u>
<u>Due Diligence Checklist</u>
Environmental Concerns
Estoppel Certificate or Letter
Estoppel and Lease Review Checklists
Expense Checklist
Expenses, Variable and Fixed
<u>Historical Financials</u>
Loss to Lease Ratio
Market and Competition Analysis
Millage Property Tax Rate
Mold Assessment Report
Net Operating Income (NOI)
Parking Ratio
<u>Preliminary Title Report</u>
Property Condition Checklist

Seismic Report/Seismic Risk Assessment

Radon Gas Report

Rent Comparable Report

Stabilized Occupancy

Survey, ALTA

Tenant Rollover Risk

<u>Title and Survey Objection Letter</u>

Trailing 12-Month Report (T-12)

Transfer Tax

Vacancy Rate: Physical, Economic, and Market

Wood-Destroying Insect Report

ENCYCLOPEDIA TOPIC C

Raising Investor Partners

Accredited Investor

Cash Calls

Crowdfunding for Raising Equity

Equity Multiple

Executive Summary for Raising Investors

Exit Strategy

Expenses Incurred by the Sponsor

Joint Venture Institutional Capital Partner

Investor Qualification Form

<u>Letter of Intent to Invest</u>

Pari Passu (in Commercial Real Estate Partnerships)

Peer-to-Peer Funding for Gap Equity Raising

Preferred Equity

Preferred Return

D		-		
Priv	$r \cap + \cap$	12277	actc	MC
FIIV	al.e	111Vt	-351.0	כ ונ

Private Placement Memorandum (PPM)

Real Estate Investment Company and Branding

Securities Attorney

Self-Directed IRA Investment in Commercial Property

Sophisticated Investor

Sponsor, of a Commercial Real Estate Investment

Sponsor Promote

Syndication

Tax Shelter for Investors

Waterfall

ENCYCLOPEDIA TOPIC D

Property Ownership Entity

<u>C Corporation</u>

Delaware LLC

<u>Delaware Statutory Trust (DST)</u>

General Partnership (GP)

Individual Ownership/Sole Proprietorship

<u>Joint Venture Agreement</u>

<u>Limited Liability Company (LLC)</u>

<u>Limited Partnership (LP)</u>

<u>Multiple or Layered Ownership Structure</u>

S Corporation

Single Asset Ownership Entity

Tenants in Common (TIC)

ENCYCLOPEDIA TOPIC E

Selling

1031 Exchange Checklist

As-Is Clause

Broker Cooperation Agreement

<u>Cap/Capitalization Rate (Seller's Perspective)</u>

<u>Commercial Real Estate Buyer Types</u>

Commissions, Commercial Real Estate Brokers

<u>Confidentiality/Nondisclosure Agreement (NDA)</u>, Sellers

<u>Contingency Clauses in Sales Contract (Seller's Perspective)</u>

Depreciation Recapture

<u>Letter of Intent/Interest (LOI) (Seller's Perspective)</u>

<u>Listing Agreements/Contracts</u>

Loan Assumption

Negotiating Repairs with the Buyer

Online and Multiple Listing System (MLS) Marketing

Owner's Title Insurance Policy

Private Sale

<u>Property Condition Inspection Report</u>

Realized Gain

<u>Time Is of the Essence Clause</u>

ENCYCLOPEDIA TOPIC F

Repositioning

Absorption

Adaptive Reuse (Repurposing)

Appreciation, Forced

Ballpark Quotes

Building Codes and Permits

Competition Analysis

Constructional Repositioning Checklist

Cosmetic Repositioning Checklist

<u>Design Drawings Versus Architectural Drawings</u>

<u>Distressed Property</u>

Economic Obsolescence

Energy Management System (EMS)

Functional Obsolescence

Master Lease Agreement

Nonperforming Mortgage Note Purchasing

Operating Budget Pro Forma

Operational Repositioning Checklist

Raising Rents

Ratio Utility Billing System (RUBS)

Rebranding

Rehab Construction Contract

Repositioning Pro Forma

Re-Tenanting Plan for Retail Repositioning

Revitalization Zones/Urban Revitalization

Tenant Profile

Variance Analysis

Water Management/Conservation Program

ENCYCLOPEDIA TOPIC G

Development

Absorption Schedule

Bid and Award Process

Bike Score

Brownfield

Buildout

Build-to-Core Strategy

Car Stack Parking

Certificate of Occupancy (C of O)

Conceptual Design

Construction Contract Pitfalls to Avoid

Construction Monitoring

Cost per Square Foot

Cost-Plus Construction Contract

Density

<u>Development Fee</u>

<u>Developer's Responsibilities</u>

Elevation Drawings

Energy Star Rating

Entitlement Process

Furniture, Fixtures, and Equipment (FF&E) **Hard Costs Hydrologists Impact Fees** Land Assemblage Land Use Attorney **LEED Certification Lump Sum Construction Contract Modular Construction** New Urbanism Off-Street-Parking Requirements **Opportunity Zones** Performance Bond Planned Unit Development (PUD) Predevelopment—20 Steps **Preliminary Drawings** Pro Forma Rent Roll Punch List, End of Construction Raw Land Development Schematic Design Setbacks Single Room Occupancy (SRO) Site Plan **Soft Costs**

Specifications/Specs

Stabilized Value, Newly Constructed Properties

Subterranean Parking

<u>Transit-Oriented Development (TOD)</u>

Urban Infill

Value Engineering

Walk Score

Zoning Variance

ENCYCLOPEDIA TOPIC H

Financing

<u>Adjustable/Floating Rate Commercial Mortgage</u>

<u>Appraisal (Three Approaches to Commercial Appraisals)</u>

Bad-Boy Carve-Outs

Blanket Mortgage

Bridge Loan

Capital Improvement Reserves/Cap-X

Capital Stack

Cash-Out Refinancing

Closing Cost Checklist (Commercial Loan)

Commercial Construction and Bridge Loan Programs

Commercial Loan Submission Checklist

<u>Completion Guarantee (Construction Loans)</u>

Construction Loan Submission Checklist

Construction Rollover to Permanent Loan

Coterminous Loan

Cumulative Loan to Value (CLTV)

<u>Debt Service Coverage Ratio (DSCR)</u>

Debt Yield

Declining Prepayment Penalty

<u>Defeasance Prepayment Penalty</u>

Earn-Out Provision

Environmental Report (Required by Lenders)

Equity Participation Loan

Estoppel Certificate (Required by Lenders)

Executive Loan Summary

<u>Fixed-Rate Commercial Mortgages</u>

Forbearance Agreement

Foreign National Loan

Global Ratio

Index

Interest-Only Mortgage

Key Principal

Land Acquisition Financing

<u>Letter of Interest/Intent (LOI) (Lender)</u>

LIBOR (London Inter-Bank Offered Rate)

Loan Extension

<u>Lockout Prepayment Penalty</u>

Market Size

Mezzanine Debt

Mini-Perm Loan

<u>Multiple Residential Investment Property Loan</u>
No Money Down Commercial Loan
Non-Recourse Loan
Operating Budget Pro Forma
Owner-Occupied Commercial Mortgage
PACE Financing
Poor-Credit Commercial Mortgages
Portfolio Loan
Private Debt Fund Lender
Rate Lock and Rate-Lock Deposit
Rehab Loan (Best Programs)
Replacement Reserves
Second Mortgage/Subordinate Loan
Secondary Market
Self-Directed IRA Commercial Loan
Springing Lock Box
Stated Income Commercial Loan
Supplemental Financing
Swap Rate
Tax and Insurance Escrow/Impound
<u>Third-Party Report</u>
<u>Underwriting Interest Rate</u>
<u>Upfront Fee</u>

Wraparound Mortgage

<u>Yield Maintenance Prepayment Penalty</u>

ENCYCLOPEDIA TOPIC I

Commercial Loan Programs

<u>Commercial Mortgage-Backed Security (CMBS) Loans</u>

Community Banks

Credit Unions

Crowdfunding Loans

Fannie Mae Multifamily Loans

Freddie Mac Multifamily Loans

<u>Hard Money Bridge and Construction Loans</u>

HUD/FHA Multifamily and Healthcare

Large Commercial Banks

Life Companies

National Bank Capital Divisions

Poor-Credit Secondary Market Loans

Private Debt Funds

Regional Bank Income Property Divisions

SBA for Hospitality, Self-Storage, and Owner-User

ENCYCLOPEDIA TOPIC J

Managing and Leasing

Absolute Triple Net Lease

Americans with Disabilities Act (ADA) Compliance

Assignment of Lease Clause

Audit Rights for Landlords

Audit Rights for Tenants

Base Rent
Buildout
Common Area Maintenance (CAM) Fees
Credit/Investment Grade Tenant
<u>Creditworthy Tenant</u>
<u>Double Net Lease</u>
Effective Rent
Escalation Clause (Rent)
Estoppel Letter (Lease Clause)
<u>Eviction Process</u>
Expense Stop and Fully Serviced Leases
<u>First Right of Refusal</u>
<u>Furniture, Fixtures, and Equipment (FF&E)</u> (<u>Commercial Lease)</u>
General Vacancy and Credit Loss
Go Dark Clause (Lease)
Gross/Full Service Lease
<u>Lease-Up Fee (Leasing Commission)</u>
<u>Letter of Intent (LOI) to Lease</u>
<u>Management Duties for Commercial Property</u> <u>Managers</u>
Modified Net Lease
Net Lease
Off-Site Management Fees
On-Site Management Cost

Operating Expense Caps

Option Clauses (Leases)

<u>Percentage Lease</u>

<u>Property Management Contract (Protections for the Property Owner)</u>

Property Management Software

Rent Abatement

Rent Concessions

Rent per Square Foot

Request for Proposal (RFP) (Leases)

Security Deposits

Single Net Lease

Sublease Clause (Leases)

<u>Subordination, Non-Disturbance, and Attornment</u> <u>Agreement (SNDA)</u>

<u>Tenant Allowance (TA)/Tenant Improvement Allowance (TIA)</u>

<u>Tenant Improvements (TI)/Leasehold Improvements (LI)</u>

Tenant Mix

Tenant Relocation Clause

<u>Term of Lease</u>

<u>Triple Net Lease</u>

Turnkey

<u>Useable Square Footage Versus Rentable Square Footage</u>

Foreword

For over 20 years, I've invested in commercial real estate in nearly every section of the United States and have taught thousands of everyday people how to successfully invest in large apartment buildings, shopping centers, office buildings, self-storage facilities, and so on.

When I first met Terry Painter in 2004, my commercial real estate business was experiencing out-of-control growth. I needed to talk to him about a 140-unit apartment complex we were purchasing in Dallas, Texas. We had just been within days of getting our financing approved when the lender, without warning, backed out. On that day and until today, I still wonder how a guy who's so intelligent can have such a witty sense of humor. Typically, people as sharp as Terry aren't very funny.

Well, to make a long story short, Terry is the smartest finance guy I ever met. But not just book-smart; Terry had gleaned his wisdom from the most valuable school one could attend—the School of Hard Knocks. He could virtually read through our deal's financial statements and share with us what the numbers truly meant from not only a rate of return perspective, but a human and emotional perspective. It was at that time that I started learning the importance of closely working with people who were smarter than me. Just to let you know, Terry came to the rescue on that Dallas deal and closed on a loan for us in 38 days with zero issues. Since then, he is the first person we call when a commercial loan is needed.

Some of the best deals our group got involved in were the ones Terry advised us to pass on. Sometimes the greatest value is exiting at the beginning a deal that could be a time bomb. And likewise, many deals that Terry advised us to move forward on were personally life-changing deals for us and many others. Terry was, and has always been, the smartest guy in the room. Period.

The Encyclopedia of Commercial Real Estate Advice is a serious, bottom-line book about making and modeling sound business decisions around buying and selling a commercial property. It covers raising money from investors, due diligence (most important in my opinion), developing from the ground up, repositioning a property to its highest and best use (my personal favorite), leasing and management, and of course, financing. It's probably the most useful, advanced real estate book I have ever read.

For Terry to pour his vast real-world knowledge and passion into this book is a true blessing to any reader or student of this great business called commercial real estate. Terry is more than just a great lender, though. His deep and practical command of the commercial lending world is more than just concepts. His advice is from years and years and hundreds of closed transactions all over the United States, helping investors (perhaps just like you!) reach lifetime financial targets and lifestyle goals. To me, and perhaps you, that's what life is about. My advice to readers is to get someone who's smarter than yourself on your team. That person is the author of this phenomenal book.

Peter Harris, best-selling author of *Commercial Real Estate Investing For Dummies*CommercialRealEstateInvestingForDummies.com

Introduction

Congratulations! If you are reading this book, you are a very lucky person. If you are already investing in commercial real estate, thinking about it, or working in this field, you are a member of a very exclusive group. According to the IRS, less than 8% of all Americans who file tax returns get to invest in income property and under 3% own commercial investment real estate. And if you work in this industry like I do (I do commercial mortgages), well, I hope you think it's fun, as I do, and, might I add, never boring.

As an investor in commercial property, you get to wake up in the morning and say to yourself, "What can I do to this property to add value?" Maybe you have found a Class C minus apartment complex in an up-and-coming neighborhood. Yes, get rid of the slow-paying and no-paying renters, and the ones who have rusty bikes and junk on their patios. Then do about \$4,500 per unit in cosmetic upgrades and the rents can be raised \$100 per month. Just with those ideas you can be on your way to increasing the property value by 20% or more in five years. I know of no other investment opportunity that is designed like commercial real estate—one where you can choose the right property, add value, and be rewarded with a pay raise, increased equity, and amazing tax benefits.

Remember when you just had a day job? You only had one source of income—the paycheck. With commercial real estate, you get to have *four* sources of income: rental income, rental increases, appreciation, and depreciation. (I know, how can something appreciate and depreciate at the same time? Only in America.) Oh, but wait! There is actually a fifth one—leveraging your equity tax free into a