



ATTN: Weston Commercial Center Studio Office Tenants

Premises  
Address: 2700 - 2900 Glades Circle, Weston, FL 33327

RE: *Specifications for Signage*

Dear Tenant:

The following sign specifications are the standard for **Weston Commercial Center**. These specifications are set forth to provide a high quality professional image and to maintain the esthetic compatibility of all signage within the complex.

**LANDLORD'S WRITTEN APPROVAL OF TENANT'S SIGN DESIGN IS MANDATORY.**

- All signs will be designed, fabricated and installed at tenant's expense.
- A security deposit for sign removal, payable to **Weston Commercial Center** in the amount of **\$ 75.00** dollars is required at the time of approval.
- All signage must be removed at tenant's expense at termination of office lease; at lessees cost, Signage Company must professionally remove signage.
- Lessor will make a visual inspection and upon acceptance your signage deposit will be refunded in accordance with the terms of your lease.

**Window and Door Sign Specifications**

- Type Style: Times Bold or Helvetica Medium / Upper & Lower Case
- Color: White (High Performance) Vinyl Front Surface
- Maximum of Four (4) lines of text permitted
- Maximum Height of letters: 1 ½ " H
- Measure from top of inside window frame down **2' 3"** start text signage at this point
- Maximum signage allowance on window Area (window section located adjacent to outside entry door): Is 24" wide and 9" High
- Signage is limited to one window panel
- No signage permitted on entry doors
- Colored Logos are permitted upon approval of signage specifications

If you have any questions, please feel free to contact me directly.

**Sincerely,**

Loren Jo Van de Grift  
**Property Management**