

# Covering commercial real estate in Alabama • Arkansas • Florida • Georgia • Kentucky • Louisiana Maryland • Mississippi • North Carolina • South Carolina • Tennessee Virginia • Washington, D.C. • West Virginia

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# **EDITORIAL GUIDELINES FOR NEWS SECTIONS**

## **FACTS & FIGURES**

(Properties that have been purchased or sold)

- Name of project and location (city and state)
- Type of project (industrial, retail, multifamily, office, hospitality, senior housing)
- Description (acreage, units, square feet, stories, amenities, etc.)
- Name and location of project (city and state)
- Amount of sale
- Buyer and headquarter city and state
- Seller and headquarter city and state
- Broker and headquarter city, if applicable

#### **BUSINESS WATCH**

(Corporate acquisitions/mergers/joint ventures/restructuring)

- Names of companies and their headquarter cities
- Purpose of venture
- When merger/venture/acquisition is effective
- Any monetary information, if applicable
- Where new company will be headquartered
- Who will lead new company/merger/joint venture
- Details of restructuring

#### **GROUNDBREAKERS** (Executive Assignments)

Press releases for GroundBreakers will be considered for publication only if they concern appointments or promotions of personnel to the rank of vice president or higher.

- Name of individual
- Name of company and location
- New title and responsibilities
- Most recent previous position and last place of employment, if applicable

## **PROPERTY LINES**

(Properties under development, soon to be developed, or recently completed)

- Name of project and location (city and state)
- Type of development (ground up, redevelopment, renovation, etc.)
- Type of project (multifamily, office, industrial, senior housing, retail, hospitality)
- Cost of project
- Description (acreage, square feet, stories, amenities, etc.)
- Developer and headquarter city and state
- Owner and headquarter city and state
- Construction start, finish and opening dates
- Phase breakdown (what opens in each phase)
- Anchor tenants, if applicable

# **RESTAURANT BITES** (Restaurant News)

#### New restaurants opening

- Name of restaurant and headquarter city and state
- Cities and projects, if available, where opening

## New franchise agreements

- Name of restaurant and headquarter city and state
- Name of franchisee and headquarter city and state
- Number of restaurants planned for opening
- Cities and projects, if available, where opening

<u>Corporate news</u>, i.e., mergers, acquisitions, restructuring, etc.

• Follow guidelines under "Business Watch"

Photographs or renderings will be considered if they are included with a release. Unless specified, artwork will not be returned.