



SFMTA

Retail Spaces For Lease Polk Bush Garage

1288 Polk Street, San Francisco

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Previously occupied as flower shop

Approximately 1,625 sq. ft.



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High visibility, high ceiling, large open space



1288 Polk Street, San Francisco

Existing lighting and HVAC



1288 Polk Street, San Francisco

Accessible Ramp



1288 Polk Street, San Francisco

Existing plumbing



How to Apply

How to Submit a Written Application

Proposers interested in an available space shall submit written proposals that include the following information, and email in electronic format to Pham.Ngo@sfmta.com.

1. Introduction and Executive Summary

Submit a letter of introduction along with an executive summary indicating that the Proposer must provide information detailing concept, design intention and capital investment, experience and financial strength, proposed rent and business plan, and local business participation.

2. Reasonableness of project design and construction for initial improvements

Describe the space proposed. Include information on the theme, ambiance, signage, hours of operation, days of operation, products, and pricing. If making improvements, provide a project schedule for design, permitting and construction and the amount of the proposed initial capital investment for improvements. Describe the source of funding for initial improvements, including design and construction.

3. Proposed rent and working capital

Describe proposed base rent and/or percentage rent with at least minimum offer.

Describe sources of working capital to cover operating costs and to adequately maintain operations at a high level from the start up period through seasonal variations inactivity.

4. Recent experience in the ownership or management of a retail business

Provide the most recent available credit report and audited financial statements for the past three (3) years of business or personal. If statement is a business, include statement of changes in financial position and statements, identifying any projects with negative cash flows, any non-performing loans, and the amount of guarantees and/or contingent liabilities.

5. Complete a Financial Pro Forma

Complete a Financial Pro Forma showing five years of projected sales, revenue to the SFMTA, expenses, and net income. The Financial Pro Forma should demonstrate achievable goals, understanding of the market and clientele, the viability of the proposed operation and financial offer, and the ability to fund continuing operations from the cash flow generated by the operation.