

TOWER INFORMATION REQUEST

In order to prepare a valuation and presentation material to assist in the sale of your communications towers, we are requesting the following information be forwarded to our office at your earliest convenience.

- 1) **Summary of towers** – summary including location name, lat/long, height, type, manufacturer/model, year built, # broadband tenant capacity, estimated capacity remaining, land (see attached sample spreadsheet).
- 2) **Revenues** (2 parts) – 1) schedule of most recent monthly amounts by customer, including type of service (i.e. broadband, paging/2-way, seller system, other) for a 12-month period; and 2) amount of tower space you would continue to rent from Buyer, including a fair-market-value rental amount for the antennas, transmitters, etc. and space needed. (See attached sample spreadsheet on both)
- 3) **Electric Costs** – schedule of most recent monthly amounts for a one-year period by tower for a 12-month period (see attached sample spreadsheet). Include copies of all monthly bills in support of the schedule.
- 4) **Telephone Costs** – schedule of most recent monthly amounts for a one-year period by tower for a 12-month period (see attached sample spreadsheet). Include copies of all monthly bills in support of the schedule.
- 5) **Maintenance Costs** – if maintenance is not done in-house, please provide the most recent monthly/annual amount being paid to an outside source for existing maintenance agreement(s) (see attached sample spreadsheet). Include copies of all bills in support of the schedule.
- 6) **Real Estate Tax Costs** – schedule showing all real estate tax bills for a one-year period (see attached sample spreadsheet). Include copies of all bills in support of the schedule.
- 7) **Land Lease Costs** – 1) If land is leased - lease copies and copies of last check cleared (latest month or annual payment). Include, where applicable, details of any leases, which include payment of a percentage of revenues (copies of last 3 months checks and calculations supporting the percentage amount). 2) If land is owned – include fair-market rental rate that will be charged to new owner.
- 8) **Shelter** – shelter sizes by site (see attached sample spreadsheet).
- 9) **Pictures** – (if applicable) if Seller is taking pictures, please do so with a digital camera in the following manner: 1) pictures should be taken to capture the following images– front of site from a distance (including entire tower and any necessary structures); up close pictures from all angles of site—front, left, back, right; inside of structure(s) included in sale—entrance to back wall, left wall to right wall, back wall to entrance, right wall to left wall; base of tower; mid-section of tower; and top of tower (should end up with 12 images per site, if only one structure); and 2) pictures should be clearly identified to correspond with the file name (see attached sample spreadsheet).