



MELBOURNE MARKET AUTHORITY

MARKET CIRCULAR NO: 583

DATE: 4 March 2013

TO: Store lease holders at the Melbourne Markets

IMPORTANT NOTICE TO STORE HOLDERS FOR EPPING

As advised to you on 1 March 2013, the timetable for completion of leasing documentation is as follows:

1. all eligible store holders must register their intention to lease for a store on or before 28 March 2013; and
2. all eligible store holders must execute their leasing documentation on or before 29 April 2013.

Those store holders who execute their leasing documentation by the set dates will be eligible to receive a range of commercial benefits as outlined in the Minister's Statement of 25 February 2013.

You will need an initial appointment to confirm that your preferred lease term is available (i.e. only 15 per cent of leases can expire in any one financial year). Appointments will be on a first come, first serve basis.

At your initial meeting, you will be provided with an Instruction for Lease form that you will need to complete and return either:

- by hand to the Leasing Office between 8am and 11.00am on weekdays; OR
- by email to mmrpresponses@dbi.vic.gov.au; OR
- by mail to Howard Staehr, Melbourne Markets Relocation Project, Department of Business and Innovation, GPO Box 4509, Melbourne, 3000.

Small store holders who wish to take up the offer of a six month rent free period for not installing an internal wall, must complete and submit the Instruction Regarding Small Store Walls by 28 March 2013. This form was included in leasing documentation forwarded to eligible store holders on 1 March 2013.

A separate circular will be issued to store holders in relation to the option to have steel support structure for refrigeration, ceilings and fire sprinklers installed in stores as part of the base building works.

In order to make your appointments, the following people are available to assist you:

- Howard Staehr, Department of Business and Innovation (DBI) on 9651 8167;
- Mary Baker, DBI, on 9651 8110; and
- Melanie Bond, DBI, on 9651 9175.

Appointments can be arranged for times between 8.00am to 11.00am, Monday to Friday.

A handwritten signature in black ink, appearing to read 'Darryn Coulson'. The signature is fluid and cursive, with a large loop at the end.

Darryn Coulson
Acting CEO