



## Applying for Commercial Space at Pike Place Market

Thank you for your interest in commercial space in the Pike Place Market. It's a great place to operate a business! The Pike Place Market Preservation & Development Authority (often called the PDA) is the manager and landlord of most of the buildings in the Pike Place Market Historical District.

All applications for space are welcome, but please understand that specialty businesses that appeal to local shoppers are favored. The process to lease commercial space is very competitive. Available spaces are open until filled with a qualified applicant. Please see the attached page for the steps involved in leasing space at the Market.

At this time the PDA is unlikely to pursue applications for:

- import items
- jewelry shops
- souvenirs, tee shirt, or sweatshirt stores

After an application is submitted, the PDA will contact applicants that meet the needs for the space available. Applications that do not meet the needs will be kept on file for one year for consideration for future vacancies.

Submitting an application is the first step in a multi-step process, and is not a guarantee that you will be offered use of a commercial space. Final approval must come from PDA Management, the PDA Council, and the City of Seattle's Pike Place Market Historical Commission (MHC).

Please be aware that the entire process can take eight weeks or longer.

If you need more information, please call 206-682-7453 and ask to speak with the Commercial Property Department or check our website for more information at [www.pikeplacemarket.org](http://www.pikeplacemarket.org).

## **STEPS TO LEASING COMMERCIAL SPACE AT THE PIKE PLACE MARKET:**

1. Complete and submit a Commercial Space Application. PDA Property Management staff will contact you if your product would enhance the tenant mix at the Market and if we have suitable space to offer. If not, we will hold your application for one year to consider for future vacancies.

Please submit the application and any attachments to:

Pike Place Market PDA

Attn: Commercial Property Department

85 Pike St., Room 500

Seattle, WA 98101

Fax: 206-625-0646

Phone: 206-682-7453

2. If so invited by the PDA, complete and submit a Business Plan as outlined by Property Management.
3. The PDA reviews your submitted Business Plan for feasibility and thoroughness. We may request additional documents or revisions for clarification.
4. The PDA will contact you to inform you whether or not we're proceeding with your application for space.
5. If we are interested in proceeding with your application, lease terms are negotiated.
6. Lease is proposed to PDA Council for approval.
7. The final step is to apply to the City of Seattle's Market Historical Commission for approval of ownership, use and design. Applicants must fill out an application and turn it in to PDA Management for review and approval. The applicant must also attend the required Market Historical Commission meetings in person.



## COMMERCIAL SPACE APPLICATION

Please complete all sections as detailed as possible.

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number (include area code) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Proposed Business Name \_\_\_\_\_

Proposed Business Specialty \_\_\_\_\_

Detailed List of Products and Services (if possible attach lists, menus, photos, catalogue cuts or other supporting documents)

\_\_\_\_\_  
\_\_\_\_\_

Operational Needs (for example - power, plumbing, and venting requirements)

\_\_\_\_\_

Location Desired \_\_\_\_\_

Range of Space Desired (in square feet) \_\_\_\_\_

*Applying for commercial space at the Pike Place Market is a very competitive process. This application and supporting documents will not be returned to the applicant.*