**WiU 1 - DATA ENTRY SHEET**

**Object-neutral economic feasibility study**

The following information must be compiled exhaustively for the object-neutral economic feasibility study:

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|  | Created by (name) / on (date): |  |
| **GENERAL** | Explanations on **current state of affairs / justification of need:**  (reasons for the planned changes) |  |
| Last approved **ASR** dated (**date**):  Approved **area** in **last ASR** (sqm):  Current net floor area **(actual)** in sqm:  Target **area** in new **ASR (target)** (sqm): | 0,00 m²  0,00 m²  0,00 m² |
| **EuroCode 8 relevance** / seismic risk (if known, delete as applicable) | PGA value at the site is above 1.0 🡪EC8 relevant  PGA value is below 1.0🡪EC8 not relevant |
| **Value added tax (VAT) rate**  on construction works | % |
| **Intended duration of the contract**  (period under consideration at the site) | Years incl. options |
| **Exchange rate** national currency/Euro: | 1 € = on (date)    : |
| **Name and conversion factor**  Local area unit/m²: | 1 m² = 0,00 |
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| **Alternative RENT** | **Average square metre (sqm) rents** for commercially usable space or office space  (possibly in different districts)  In national currency/local area unit/month  (e.g. US$/sqft/month) and €/m²/month |  |
| **Local annual rent increase in** % (index) |  |
| **Local incidental rental costs** with annual increase in % (e.g. inflation) (e.g. building maintenance fees payable to the landlord, electricity, water, property tax etc.)  In national currency/local area unit per month  (e.g. US$/sqft/month) and €/m²/month |  |
| **Brokerage costs** in the event of rental  (to be borne by tenant or landlord?) |  |
| **Legal fees for** the lease review |  |
| **Average set-up costs per m² (incl. ancillary building costs) without VAT.**  In national currency/local area unit  (e.g. US$/sqft) and €/m² |  |
|  | **Other costs**  e.g. additional parking space rental, air conditioning outside normal business hours, security guards during evening classes, etc.  Estimated costs per month in € |  |
|  | **Example calculation:**  Rental costs per year in € incl. rent increase of xx % p.a,  + Service charges per year (xx-xx EUR/m2/year)  + Extra costs p.a. (e.g. air conditioning & electricity at evening classes after building opening hours, extra security staff etc.)  **=Sum of annual costs**  +broker's fees (e.g.: x% of the contract value, borne 100% by landlord/letting agent).  +erection (xxx EUR/m2; German standard),  less tenant improvement, if applicable  +moving costs (approx. xx EUR)  +Other (insurance, lawyer's fees, etc.)  +furnishing costs  **= Total costs in the period under consideration** | **Please compile your concrete figures here:** |
|  |  |  |
|  |  |  |
| **Alternative PURCHASE** | **Average sqm prices for** the purchase of commercial or office space (floor; existing properties)  In national currency/local area unit  (e.g. US$/sqft) and €/m² |  |
| **Incidental acquisition costs** (broker, notary, lawyer, land register, other consulting costs, etc.) |  |
| **Average set-up costs per m² (incl. ancillary building costs) without VAT.**  In national currency/local area unit  (e.g. US$/sqft) and €/m² |  |
| **Availability of EC8-compliant** buildings (if EC8 is relevant), if applicable. |  |
|  | Example calculation:  Acquisition costs of a floor/building (according to upper average price x ASR area)  + Service charges over rental period (xx-xx EUR/m2/year)  + Extra costs (e.g. air conditioning & electricity at evening classes after building opening hours, extra security guards etc.)  +broker's fees (x% of the sales price, paid by buyer? )  +erection (xxx EUR/m2; German standard),  +moving costs (approx. xx EUR)  +Other (insurance, lawyer's fees, etc.)  +furnishing costs (€)  **= Total costs in the period under consideration** |  |
|  |  |  |
| **Alt. PROPERTY** | **Land acquisition costs** per sqm |  |
| Information on the **availability of** sufficiently large plots of land (in good locations) |  |
| Information on **building restrictions**  (e.g. height restrictions, maximum buildable area - number of storeys -, etc.) |  |
| **Incidental acquisition costs** (broker, notary, lawyer, other consulting costs) |  |
| **Development costs for** water/gas/electricity connections, etc.) |  |
| **Average construction costs per m²** ofcommercial or office space (incl. ancillary construction costs), excluding VAT. |  |
|  |  |  |
| **OTHER.** | Amount of possible **removal costs gross** |  |
| Possibility of **co-location**?  (e.g. with AF, IF, IC, DW, DAAD, Embassy, Chamber of Commerce, German School etc.) |  |

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| **Non-monetary fac.** | **Advantages and disadvantages of** the different forms of accommodation |  |
| **Location of** the objects also in relation to  important institutions of the host country |  |
| **Security** (Is this considerable at the location?) |  |
| **Accessibility** by visitors and employees |  |
| **Type of accommodation** provided by institutions comparable to ours in the host country ( e.g. individual accommodation or  Floor, owned or rented, location) *Please attach city map with legend!* |  |

**Notes:**

* The situation on the real estate market shall be comprehensively substantiated and documented through
* Notes on discussions with brokers / representatives of municipal planning authorities
* Real estate offers in local media (internet research / newspaper advertisements)
* Reports / Reports from brokerage houses
* Graphics / Statistics / City maps
* Confirmation of the AV (for federally owned properties, possibly also helpful for rented properties)
* etc.
* Please always provide concrete price information. A statement that "prices vary greatly depending on location" is not sufficient. If necessary, indicate a price range (from...to...).
* Always convert all relevant data into €/m²/year (or per month) in addition to the national currency/area measure/unit of time (e.g. $/sqft/p.a. ).