



# Welcome to JSM

Christy Johnson  
Director of Commercial Real Estate  
[christy@jsmcommercial.com](mailto:christy@jsmcommercial.com)  
T (217) 359-8058  
505 S. Fifth St., Champaign, IL 61820





# Welcome to JSM

On behalf of JSM, we welcome you to our family of commercial tenants in Champaign-Urbana. Below is a quick summary of information which may be of assistance in the daily operation of your business. Please do not hesitate to contact JSM should you have any questions and again, welcome!

## Rent

Rent is due on the first day of the month. We are able to accommodate your rent payment via an automatic withdraw from your bank account. All rent questions should be directed to Christy Johnson at 217-359-8058 or at [christy@jsmcommercial.com](mailto:christy@jsmcommercial.com). JSM will notify you, via mail, approximately 30-45 days in advance of a rent increase.

## Maintenance Requests

JSM has an outstanding 24/7 maintenance service for items related to the building. Refer to your lease to determine what mechanical items are your responsibility. If JSM responds to a maintenance call in which repair is the responsibility of the tenant, you will receive an invoice for our services. Typically, maintenance requests are responded to within a 24 hour period. The nature of the maintenance request will be evaluated by our Maintenance Supervisor.

For all general maintenance requests, please visit [www.jsmliving.com](http://www.jsmliving.com) and complete an online maintenance request. Select "Request Maintenance" at the top and then select "Commercial" next to property type. From there, select your location and enter in your contact information and description of the request.

If you are wanting to speak with a JSM Commercial staff member in regards to your request, please call 217-359-8058. For all after hours and emergency maintenance requests, call 217-359-6108.

## Utilities

Each building is unique and therefore utilities are different. If your space is separately metered for certain utilities, you need to contact the utility company on your lease commencement date to have the utility changed into your company's name. If there are shared utilities in your building, JSM will bill you for these utilities on a pro-rata basis every quarter. We do expect payment of the utilities by the due date on the invoice. Please contact Christy Johnson at 217-359-8058 with any utility questions.

## Employee Parking

JSM owns numerous lots throughout campus. Should you need additional leased parking spaces for employee use, please contact Christy Johnson for rates and availability.

## JSM Kiosk Rental

Looking to reach students in Campustown in a unique way? JSM has a kiosk located at 616 E. Green Street, between McDonald's and Subway, available for rent! JSM retailers may utilize the kiosk one day every three months at no cost! Some exclusions apply. Please contact Jessica at 217-359-8058 or at [jessica@jsmliving.com](mailto:jessica@jsmliving.com) for more information.



## Marketing Opportunities

JSM is concerned about the nature of your business. If you are new to the community, do not hesitate to contact Paige Schwartz at 217-359-8058 or at [pschwartz@jsmliving.com](mailto:pschwartz@jsmliving.com) to discuss opportunities to market your business in the community.

## TownePlace Suites by Marriott

In partnership with Hospitality Specialists, JSM has a large stake in the new TownePlace Suites hotel in the heart of Campustown. As a stakeholder, we have the ability to work closely with our hotel management firm to cross market our retailers to hotel guests. From a guest discount program utilizing their room keys at participating retailers to informational material at front desk, we can help highlight your business to area visitors. Please email Paige Schwartz for more information.

## Key Campus/Community Dates

Once a month, you will receive an email from Paige Schwartz providing an overview of upcoming events on campus and in the community. This will help with staffing and being better connected to the Champaign-Urbana community.

## JSM VIP Program

In 2008, JSM initiated the JSM VIP Program. All JSM residents and University of Illinois staff in JSM properties receive a JSM VIP card that can be used at participating JSM retailers. Residents can visit [www.jsmliving.com](http://www.jsmliving.com) and review the current discounts available at JSM retailers. Participating retailers provide updated discounts throughout the year to Paige Schwartz and information is updated on the website. Additionally, JSM will send email blasts to our residents and updated social media sites alerting them of the program and a reminder to check for any updates. For more information, please contact Paige Schwartz.

## Expansion Opportunities

JSM owns over 450,000 square feet of commercial space in the Champaign County area. If you are considering a second location, please visit our website at [www.jsmcommercial.com](http://www.jsmcommercial.com) or contact our Commercial Department at 217-359-8058 to discuss your needs. If one of our existing properties does not meet your needs, we can assist in locating a property for you. We also have an outstanding architectural and construction services company, JSM Development Services, that can assist in the design, permitting, and construction/build-out of your premises. Please visit [www.jsmdevelopment.com](http://www.jsmdevelopment.com) for more information.



## Campus Center Public Parking Deck

Located off the corner of Sixth and Healey, the new Campus Center Public Parking Deck is a great resource to customers visiting the Campustown district and as the owner and of the parking deck, we want to help you inform your customers and area visitors of specials, offers, or events that you may be running. The parking deck has a growing Twitter account, @CCParkingDeck, that is being used to engage with the community and encourage them to visit Campustown. If you have a special, sale, or anything you would like to inform customers of, please let us know. We can send a tweet promoting your deal while encouraging customers to park in the deck as an easy way to access your business! The deck is public parking at an hourly rate beginning at \$1/hour and is fully automatic. It accepts cash, credit, coin, and validation. Validation tickets can be purchased through our Park Campustown Validation Program. For more information about the Campus Center Public Parking Deck, please visit [www.campuscenterparking.com](http://www.campuscenterparking.com).

## Park Campustown Validation Program

JSM is pleased to offer our retailers the opportunity to participate in our Park Campustown Validation Program. This is a fantastic way to show your appreciation to regular customers or encourage repeat customers by validating parking during their visit. Participating businesses will be marketed on the Campus Center Public Parking Deck website and on Twitter.

## About JSM Commercial

Established in 1935, JSM is a family-owned provider of quality campus apartments and is the leading Campustown commercial property owner in Champaign-Urbana whose extensive portfolio features local, regional, and national retailers. We specialize in retail developments based in the campus center district at the University of Illinois at Urbana-Champaign. Our experienced commercial leasing and marketing team can provide services and benefits to our commercial retailers that set us apart from the rest.

Unlike commercial brokers, we do not just lease the buildings we manage, we own them. By choosing not to manage buildings that we do not own, we are able to ensure that the properties under the JSM banner meet our personal standard for excellence. JSM's commercial retailers enjoy our award-winning amenities, round-the-clock maintenance, and innovative cross marketing of retail tenants to the student market and the greater Champaign-Urbana area. From quiet office complexes to beautiful storefront locations, we offer many unique commercial properties, along with creative leasing options.

## Contact

### Christy Johnson

Director of Commercial Real Estate  
[christy@jsmcommercial.com](mailto:christy@jsmcommercial.com)  
T (217) 359-8058

### Commercial Department

T (217) 359-8058  
[jsmcommercial.com](http://jsmcommercial.com)

### Paige Schwartz

Senior Marketing Specialist  
[pschwartz@jsmliving.com](mailto:pschwartz@jsmliving.com)  
T (217) 359-8058