

4th Wall Guidelines



Lease Line, Advertising and Construction Build Out

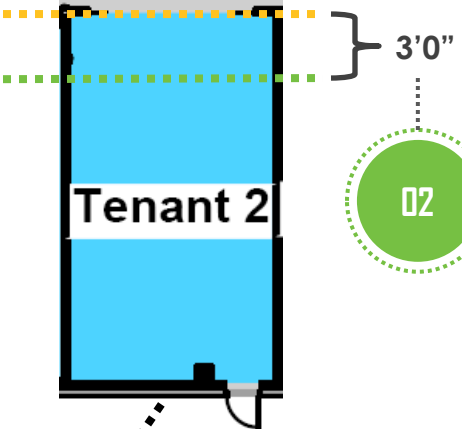
October 2018

Note: for implementation in new build outs and remodels as of January 2019
Please contact Walmart Services with any questions about implementation timing

Lease Line Guidelines – Fixtures, Equipment & Finishes

Lease Line

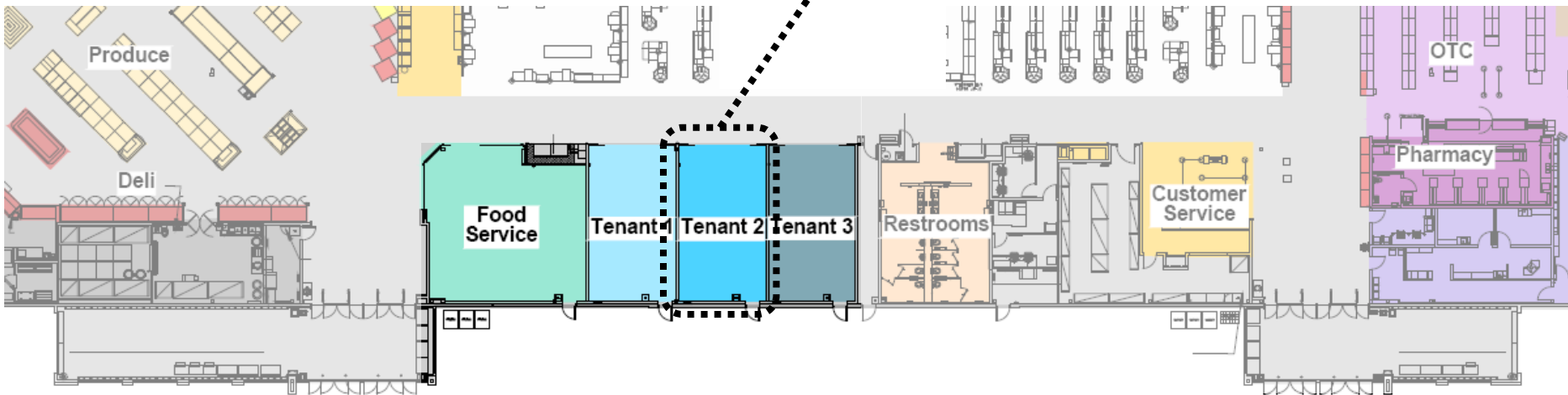
Only merchandise displays along perimeter walls and Financial Institution ATMs may be placed up to the lease line



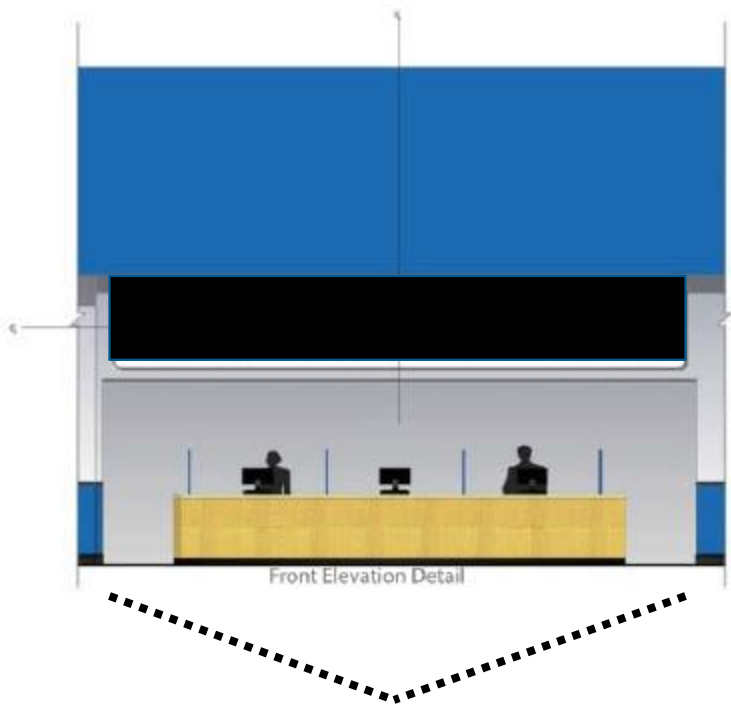
Lease Line Setbacks

All operational equipment, counters, non-perimeter wall fixtures, and customer seating must be set back 3' from lease line unless it is located behind a wing wall (or a railing for customer seating)

Note: reference ISO handbook for stanchion placement guidelines for Financial Institutions



Lease Line Guidelines – Fixtures, Equipment & Finishes



PAINT COLORS

No Walmart blue and orange branded colors allowed without Walmart approval



FLOORING

No carpet (exceptions: Financial Institution offices and Pack and Ship) or checkered tile allowed

New flooring cannot be installed over existing flooring in the space unless the existing floor is concrete



FRONT WALL FINISHES

Walmart reserves the right to approve ISO plans and elevations, including any finishes proposed along front wall facing the sales floor

Advertising Guidelines – Food Service ISO

Floor Signs (Ironman Sign or Pop Up Banner)

- 20' or greater opening to space: 2 floor signs allowed
- Less than 20' opening to space: 1 floor sign allowed
- Pony walls count as opening to space
- Floor sign cannot exceed 2.5'W x 6'H
- Floor sign can be placed outside of the space (unless otherwise directed by Walmart Services) but must touch the lease line, be placed within the opening to the space, not block an adjacent space, and be brought inside space before closing each day

Hanging Signs (Signs Composed of Rigid Materials or Banners Framed on All Sides Only)

- Hanging signs may be placed within the space as long as they have a professional look and feel and cannot hang below 7' AFF

Digital Signage

- Digital signage displaying products and pricing must be set back 3' from the lease line and may not emit sound that can be heard outside of the space

Window Clings

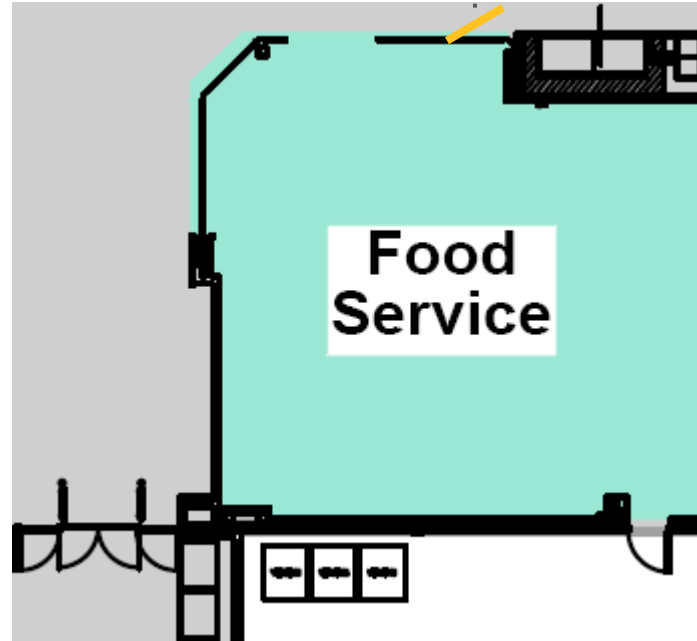
- Window clings may be displayed on glass windows if applicable
- Store Management cannot block windows into ISO spaces

Hours of Operation

- Hours of operation must be displayed in a prominent location inside the space that is visible from the store's exit aisle

Promotional Displays

- No product may be placed outside of the space



Temporary Promotional Signing

The following types of temporary promotional signing may be used if approved by Walmart Services

- Grand Opening flags may be placed in the grass area of the parking lot for the first 3 weeks after opening if allowed by local ordinance and landlord/3rd parties – no more than 1 flag per entrance (must hire Walmart approved vendors for permitting research, installation and removal)
- 1 Grand Opening sandwich board is allowed in the vestibule on the opposite side of the store from the ISO for the first 3 weeks after opening
- Limited Time Only flags may be placed in the grass area of the parking lot if allowed by local ordinance and landlord/3rd parties for up to 2 weeks and no more than 4 times per year – no more than 1 flag per entrance (must hire Walmart approved vendors for permitting research, installation and removal)
- 1 Limited Time Only sandwich board is allowed in the vestibule on the opposite side of the store from the ISO for up to 2 weeks and no more than 4 times per year

Advertising Guidelines – Non-Food Service ISO

Floor Signs (Ironman Sign or Pop Up Banner)

- 1 floor sign allowed
- Floor sign cannot exceed 2.5'W x 6'H
- Floor sign can be placed outside of the space (unless otherwise directed by Walmart Services) but must touch the lease line, be placed within the opening to the space, not block an adjacent space, and be brought inside space before closing each day

Digital Signage

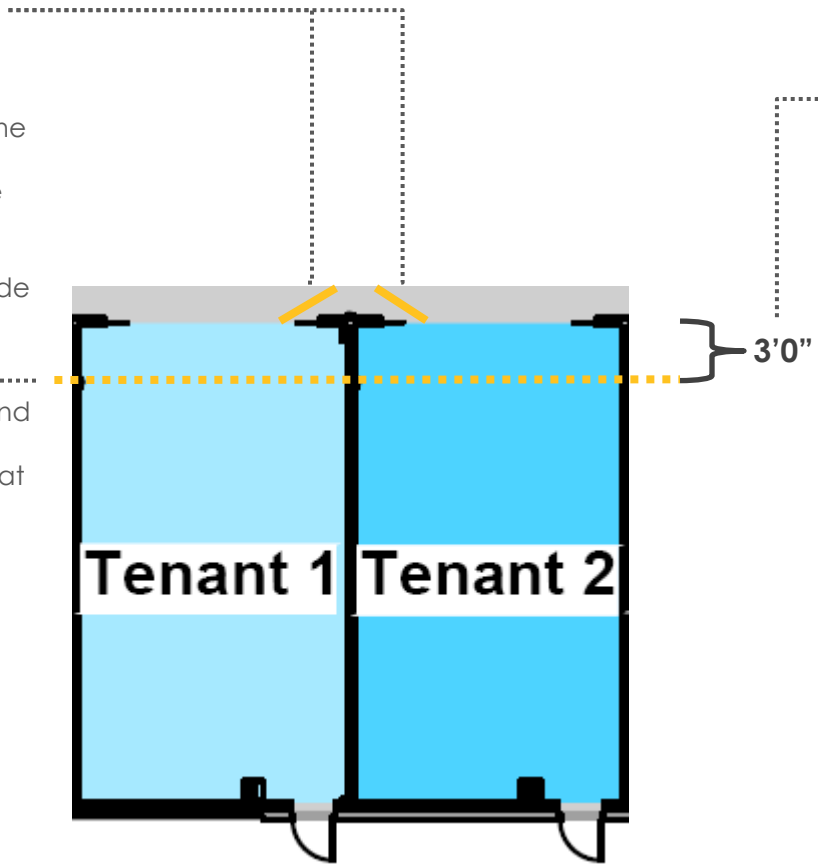
- Digital signage displaying products and pricing must be set back 3' from the lease line and may not emit sound that can be heard outside of the space

Window Clings

- Window clings may be displayed on glass windows if applicable
- Store Management cannot block windows into ISO spaces

Promotional Displays

- No product may be placed outside of the space



Hanging Signs (Signs Composed of Rigid Materials or Banners Framed on All Sides Only)

- Hanging signs must be placed at least 3' behind the lease line and must have a professional look and feel
- Signs cannot hang below 7' AFF

Temporary Promotional Signing

- The following types of temporary promotional signing may be used if approved by Walmart Services
- Grand Opening flags may be placed in the grass area of the parking lot for the first 3 weeks after opening if allowed by local ordinance and landlord/3rd parties – no more than 1 flag per entrance (must hire Walmart approved vendors for permitting research, installation and removal)

Hours of Operation

- Hours of operation must be displayed in a prominent location inside the space that is visible from the store's exit aisle

ISO Bulkhead & Exterior Sign Guidelines Overview

- Walmart is implementing new ISO bulkhead sign requirements to create a modern and more unified look across the 4th wall
- Most bulkhead signs must now use a black backer panel
 - Refer to pages 7-8 for additional details

Bulkhead Sign Implementation Guidelines

- Effective dates by project type:
 - Remodel projects – GO in September 2017
 - New & Existing projects – effective immediately for any signs not already approved
- No change in cost responsibilities by project type
- Black backer panel to match Pantone 426C

Exterior Sign Guidelines

- No changes have been made to exterior sign guidelines
- Exterior signs are still only allowed for Full Food Service, Financial Institutions and Pack and Ship as provided in the contract
- Sign cannot exceed size allowed by AHJ or 20 square feet, whichever is less
- Sign must be permitted and installed in location specified by Walmart
- ISO is responsible for pursuing any Landlord or 3rd party approvals that are required in coordination with Walmart
- Illuminated exterior signs must use LED

Bulkhead Sign Specifications - All ISOs (except Full Food Service ISOs and Treat ISOs if in Food Service Space)

- No illuminated signs allowed
- Signs must use a 1.5" thick black backer panel with squared off edges
- Backer panel should span the width of the opening to the space (and any windows adjacent to the opening) but cannot be greater than 38" H x 20' L
- Backer panel must stand off the wall 6" to allow for structural variances
- White lettering with use of accent color is recommended but not required
- Logo can be used on the backer panel
- Use of Walmart branded blue and orange will require approval by Walmart Services
- The bulkhead color above the space must be painted to match the rest of the 4th wall (typically a white color)

Examples



Bulkhead Sign Specifications - Full Food Service ISOs and Treat ISOs (if in Food Service Space)

Illuminated Signs

- Illuminated signs cannot be greater than 38" H
- Illuminated bulkhead signs must use LED
- Use of Walmart branded blue and orange will require approval by Walmart Services
- The bulkhead color above the space can be painted the tenant branded color or standard 4th wall color (typically a white color). Walmart branded blue and orange cannot be used

Examples



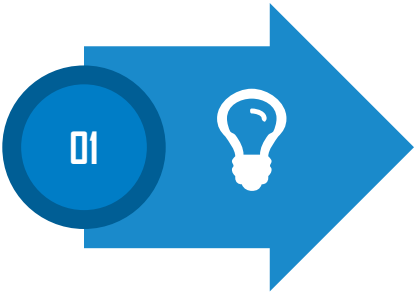
Non-illuminated Signs

- Signs must use a 1.5" thick black backer panel with squared off edges
- Backer panel should span the width of the opening to the space (and any windows adjacent to the opening) but cannot be greater than 38" H x 20' L
- Backer panel must stand off the wall 6" to allow for structural variances
- White lettering with use of accent color is recommended but not required
- ISO's logo can be used on the backer panel
- Use of Walmart branded blue and orange will require approval by Walmart Services
- The bulkhead color above the space must be painted to match the rest of the 4th wall (typically a white color)

Examples



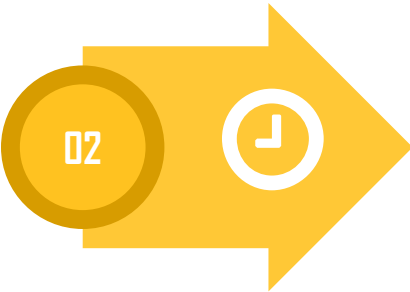
Build Out Guidelines



Project Initiation

Deliverables Due to Walmart

- Signed Attachment A
- Project schedule sent to Walmart PM using template on page 11 that includes milestones below:
 1. Plans & Signage submitted to Walmart PM
 2. Plans submitted to Authority Having Jurisdiction (AHJ)
 3. Permits Received
 4. Construction Start
 5. Construction Complete
 6. Final Inspections
 7. C of O Received
 8. Opening Date



Design & Permitting

Deliverables Due to Walmart PM

- Plans, bulkhead sign, and exterior sign (Food tenant, Financial Institutions, Pack and Ship only) for review prior to submitting for permits
- Copy of permits from AHJ or email from AHJ stating no permits are required
Note: exterior sign may require a permit and AHJ may require the sign to be less than the 20sf allowed by Walmart. If the AHJ states signage is not approved, it is not approved by Walmart
- Any changes to project schedule



Construction

- Ensure contractor meets requirements outlined in the lease agreement
- Schedule a pre-construction meeting with store management to discuss SOW, timelines, and dumpster placement
Note: ISO's GC is responsible for providing dumpster(s) at ISO's cost. Complete all disruptive work (work involving noise, fumes, gases, odor, airborne particulates, etc.) overnight or during hours approved by the store manager
- Post a copy of the permit as required by code
- Install a barricade or a temporary rigid dust partition or dust drape per detail provided by Walmart before starting construction if space isn't already barricaded or boarded up
 - Banner (3'x5' max) with ISO's logo, website, and "Coming Soon" and/or "Now Hiring" may be hung on the temporary rigid dust partition or barricade if approved by Walmart
- Follow attached Telecom process
- Follow attached Global Security process

Build Out Guidelines

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Construction continued

- Use Walmart approved vendors for any work done outside of the leased space (except bulkhead and exterior sign installation), including the activities below, and contact your Walmart PM for approved vendors by store
- 1. Roof penetrations - approved vendors are store-specific
- 2. Exterior wall penetrations - approved vendors are store-specific
- 3. New electrical panel or relocating existing electrical panel (if new wiring is needed outside of space) - approved vendors are store-specific
- 4. Electrical to exterior sign (if applicable) - approved vendors are store-specific
- 5. New Rooftop HVAC unit – contact Walmart PM for approved vendors and process
- 6. HVAC controls / sensor installation - approved EMS Contractor is store-specific
- 7. New security gate - only approved vendor is Dynamic Closures
- 8. Bulk CO2 - only approved vendor is NuCO2
- 9. Fire suppression modifications - approved vendors are store-specific
- 10. Fire alarm system modifications - see Global Security Process
- 11. Telecom line installation - see Telecom Process
- 12. Sensormatic/EAS Pedestal temporary moves/disconnecting - only approved vendor is Tyco
- 13. Plumbing - approved vendors are store-specific
- 14. Structural changes - approved vendors are store-specific
- Send a copy of the C of O to the Walmart PM
- Provide a weekly progress update to the Walmart PM using the template on page 11 and communicate any schedule changes as soon as possible
- NO CONSTRUCTION ALLOWED DURING HOLIDAY BLACKOUT NOVEMBER 1–JANUARY 8

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Opening

Deliverables Due to Walmart PM:

- Confirmation of opening date
- Photos of the space:
 1. Photo of the front elevation of the space, including the bulkhead sign
 2. Photo of the interior of the space
 3. Photo of the building exterior (if exterior sign was installed)

Build Out Guidelines: Project Status Update Template

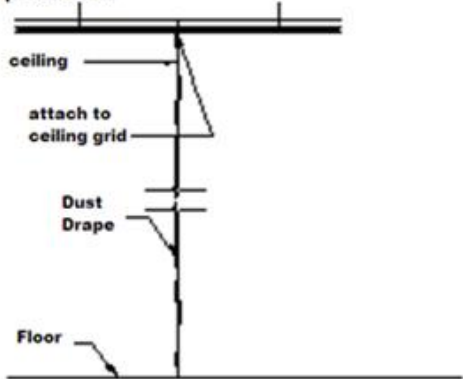
ISO: _____
 Project Status Update as of _____

Project Milestone Dates (note N/A if milestone doesn't apply to the project)

Walmart Store #	City	State	Current Status of Project (Design, Permitting, Under Construction, or Open & Operating)	Date Attachment A Signed	Possession Date	Date Plans Submitted to Walmart	Date Signage Submitted to Walmart	Date Plans and Signage Approved by Walmart	Date Plans Submitted to AHJ	Permits Received Date	Construction Start Date	Telecom Complete Date	Construction Complete Date	Final Inspections Complete Date	C of O Received Date	Date Completion Photos Sent to Walmart	Opening Date or Vacate Date	Project Comments (include last week's and this week's accomplishments)

Build Out Guidelines: Temporary Dust Wall Details

6 mil clear poly sheeting overlapped at joints a minimum of 1"-10" and continuously taped joints.
 Attach sheeting from ceiling to finished floor for a dustproof condition.
 If attachment to ceiling is impossible, light framing shall be installed with sheeting attached around it to prohibit dust penetration.



Temporary Dust Drape

Use if minor work is taking place in the space such as painting, décor or fixture installation, or general patch work to walls

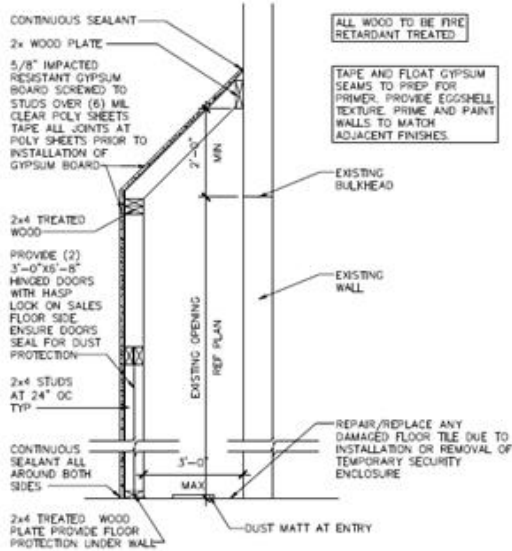


Barricade

Approved Barricade Vendors:

Boston Barricade
 Valerie Nico 772-257-7312

Center Stage Productions
 Nitika Shah 973-423-5000



Temporary Rigid Dust Partition

Use if major demolition and/or construction is taking place in the space such as removal or addition of walls, sanding, or flooring demo or installation

Things to Remember

ISO Handbook

Review the ISO handbook and exchange contact information with the store manager



Build Out

Ensure you will open on or before the approved Grand Opening date to avoid liquidated damages per the Lease

ISO Surrender Condition Guidelines

Review the attached ISO Surrender Condition Guidelines to understand the surrender condition in which you'll need to leave your space if you vacate the store

Communication

Provide weekly project updates and direct any questions about your build out to your Walmart Services PM

Advertising

Additional advertising signage opportunities not covered in the guidelines must be approved by the Walmart Services Business Owner, the Walmart Services Sr. Director, the Services Marketing Director and the Visual Merchandising Director

Compliance Disclosure

All ISO work shall comply with authorities, agencies or entities having jurisdiction over the Premises including, but not limited to, the Building Department, Fire Department, local utility company, Health Department, Fire Insurance Underwriter and the Landlord.

All construction is to comply with the requirements of applicable codes and laws, including accessibility requirements.

The Landlord does not review the ISO's drawings for compliance with building code or accessibility requirements. It is solely the ISO's responsibility to ensure compliance with these codes and the requirements of jurisdictional authorities.

ISO shall have sole responsibility for compliance with all applicable laws, statutes, code, ordinances and other regulations for all work. In those instances where multiple standards and requirements apply, the strictest of such standards and/or requirements shall control unless prohibited by applicable code.

Landlord's approval of ISO's drawings is contingent upon ISO's compliance with Landlord's comments and shall not be construed so as to hold Landlord liable for either the architectural, structural and engineering design of the Premises or the accuracy of the information contained in ISO's drawings. Should any conflict arise between any of ISO's drawings and the Lease, the applicable portion(s) of the Lease shall control. Landlord's approval of ISO's drawings will in no way alter, amend or waive the requirements or criteria of the Lease.