Retail Site Selection Checklist

Before opening up a new retail store location, please verify that all items on the checklist are considered and reviewed prior to finalizing and signing contracts. You may copy and complete this checklist online or download the PDF for free.



- [ ] Pedestrian Traffic Counts _____.
- [ ] Vehicle Traffic Counts _____.
- [ ] Parking and accessibility.
- [ ] Building's history reviewed.
- [ ] Sign rules and restrictions.
- [ ] Building's zoning and ordinances reviewed.
- [ ] Reviewed previous tenant history.
- [ ] Structure and layout approved by architect.
- [ ] Researched future developments in the area.
- [ ] Competitor stores scouted.
- [ ] Demographics of local people.
- [ ] Proximity to other businesses.
- [ ] Additional, non-rent costs identified.
- [ ] Crime and safety report completed.
- [ ] Local associations and small business groups identified.
- [ ] Required permit research completed.

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