



JAYKAY PROPERTY

Shanghai JayKay Property Management Limited  
No. 58 Tai Cang Road  
Huai Yuan Building #317  
Shanghai 200021  
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**COMMERCIAL RELOCATION FORM**

**Personal Information**

Name (family name in CAPS):	_____
Gender:	Male <input type="checkbox"/> Female <input type="checkbox"/>
Nationality:	_____
Date of Birth (Day/Month/Year):	_____
Home Address:	_____ _____ _____
Home Telephone:	(    ) – (    ) – _____
Home Fax:	(    ) – (    ) – _____
Home Email:	_____
Date of Posting:	_____
Date of Preview:	_____

**Company Information**

Name of Company:	_____
Industry:	_____
HR Contact:	_____
Office Address:	_____ _____ _____
Office Telephone:	(    ) – (    ) – _____
Office Fax:	(    ) – (    ) – _____
Office Email:	_____



**New Set Up Information**

Name of New Set Up:	_____		
Business Industry:	_____		
Number Of Employees:	_____		
Business Structure:	Foreign Enterprise <input type="checkbox"/>	Joint Venture <input type="checkbox"/>	Chinese <input type="checkbox"/>
Business Type:	Commercial <input type="checkbox"/>	Retail <input type="checkbox"/>	Service <input type="checkbox"/>

**Commercial Search Services**

Monthly Rental Budget (US\$):	_____		
Net Floor Area Required:	_____		
Office Grade:	Grade A+ <input type="checkbox"/>	(US\$0.90 / sqm / day and above)	
	Grade A <input type="checkbox"/>	(US\$0.70 - \$0.90 / sqm / day)	
	Grade B <input type="checkbox"/>	(US\$0.50 - \$0.70 / sqm / day)	
	Value <input type="checkbox"/>	(US\$0.50 / sqm / day and below)	
Expected Lease Term:	_____	years	
Expected Start Date:	_____		
Preferred Location:	Hong Qiao <input type="checkbox"/>	City Center <input type="checkbox"/>	Pudong <input type="checkbox"/> Jin Qiao <input type="checkbox"/>
Proximity to Airports:	_____	minutes by car	
Proximity to Hotels:	_____	minutes by car	
Proximity to Amenities:	_____	minutes by car	

**Other Related Services**

Do you require project management services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require business registration and financial services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require recruitment and training services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require international moving/relocation services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require immigration and visa services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require interior design and renovation services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require information technology and computer services?	Yes <input type="checkbox"/>	No <input type="checkbox"/>