

# BEFORE you sign the Lease:

## 3 things to know when starting a new business

Starting a new business can be one of the most exciting, and financial risky, decisions you ever make. You want to do everything you can to make sure your business will be successful. Here are 3 things you need to know before you sign a lease for your new commercial space.



**1. Know the lease:** Commercial leases are less standardized and more open to negotiation than most residential leases. Have your lawyer look over the lease carefully with you. If you don't have a business lawyer, [StartZone](http://www.startzone.com) (206-592-3388) can help you find one. Make sure you know what you and your landlord's responsibilities are, especially regarding:

- Building maintenance
- Utilities expenses
- Rent increases
- Lease length
- Security deposit conditions
- Pre-move-in modifications

**2. Know the rules:** Land in Burien is zoned for specific types of uses and each zone has rules for what kinds of business can operate there. Business owners are responsible for making sure their place of business meets [zoning and building code](#) requirements for their location. First, make sure your business type is allowed at the location you are planning to lease. Then, make sure the building you want to lease meets the code requirements for your business type. City of Burien codes cover parking, signs, cooking facilities, seating areas and landscaping. Contact the [Community Development Department](#) at 206-248-5510 to learn about the rules for your location.

**3. Know your plan:** A realistic business plan is key to a successful new business. You can contact [StartZone](http://www.startzone.com) at 206-592-3388 or the [Small Business Development Center](#) at 206-592-4151 for help writing a business plan or advice on marketing, financing and management. A list of organizations that provide training, counseling, and microloans for small businesses is listed provided on the back of this sheet.



# Directory of Financial Services for new businesses in Burien

## Support Services for Small Businesses

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### **StartZone**

Classes and mentoring  
206-592-3388  
[startzone.highline.edu](http://startzone.highline.edu)

### **Small Business Development Center**

Workshops and mentoring  
206-592-3388  
[wsbdc.org](http://wsbdc.org)

### **Discover Burien**

Business promotion and networking  
206-433-2882  
[discoverburien.org](http://discoverburien.org)

### **Washington CASH**

Workshops, classes and microloans  
206-352-1945  
[washingtoncash.org](http://washingtoncash.org)

### **SCORE**

Mentoring and workshops  
206-553-7320  
[seattle.score.org](http://seattle.score.org)

### **Mercy Corps**

Business planning assistance and microloans  
[WAloans@mercycorpsnw.org](mailto:WAloans@mercycorpsnw.org)  
(206) 547-5212

### **Community Sourced Capital**

Crowd-funded microloans  
[communitysourcedcapital.com](http://communitysourcedcapital.com)

### **Refugee Resettlement Center**

Microloans for refugees  
206-323-3152 Ext 101  
[jumpstartfund.org](http://jumpstartfund.org)

### **Community Capital Development**

Counseling, classes and loans  
206-324-4330  
[seattleccd.com](http://seattleccd.com)

### **Craft3**

Specialized loans for individuals that are not eligible for traditional financing  
888-231-2170  
[craft3.org](http://craft3.org)

## Commercial Banks in Burien

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### **Bank of America**

(206) 358-2169  
230 SW 152nd St  
[bankofamerica.com](http://bankofamerica.com)

### **Chase Bank**

(206) 461-7045  
222 SW 150th St  
[chase.com](http://chase.com)

### **KeyBank**

(206) 241-9348  
655 SW 152nd St  
[key.com](http://key.com)

### **Sound Credit Union**

(800) 562-8130  
14647 Ambaum Blvd SW  
[soundcu.com](http://soundcu.com)

### **Umpqua Bank**

(206) 243-6869  
224 Southwest 152nd Street  
[umpquabank.com](http://umpquabank.com)

### **US Bank**

(206) 242-9050  
14641 1st Ave S  
[usbank.com](http://usbank.com)

### **Wells Fargo Bank**

(206) 433-6262  
800 SW 152nd St  
[wellsfargo.com](http://wellsfargo.com)

