



 Taubman
KIOSK
DESIGN CRITERIA

11.01.2019

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1.0 INTRODUCTION

This manual has been crafted to ensure that your individual retail design optimizes your potential and is in harmony with the Taubman retail collection. Through the application of the Kiosk Design Criteria, the Tenant will produce a distinctly original kiosk design unique to their brand and to the Taubman Property leasing location. This Criteria sets standards for quality, design, and construction. It also contains information pertaining to the Landlord's project team, governing agencies, and applicable codes.

We encourage each of our Tenants to be creative and innovative. Given the smaller scale of kiosk spaces, each component must convey the best expression of your brand to fully realize the "impulse buy" opportunity intrinsic to free-standing kiosk retail. Great attention will be requested from the Tenant in creating fresh, innovative retail kiosks that promote originality, color, shape, and strong and exciting visual merchandising.

All materials/millwork need to meet the Applicable Flame Spread Class Rating and Local Code Requirements (Meets ASTM E84 or UL 723). This should be confirmed with the municipality prior to fabrication.

Tenant shall obtain all required permitting and approvals. All materials, construction methods, inspections, etc. shall be in accordance with Local Authority Having Jurisdiction. Tenant to confirm all necessary requirements prior to fabrication.



2.0 KIOSK EXAMPLES & INSPIRATION

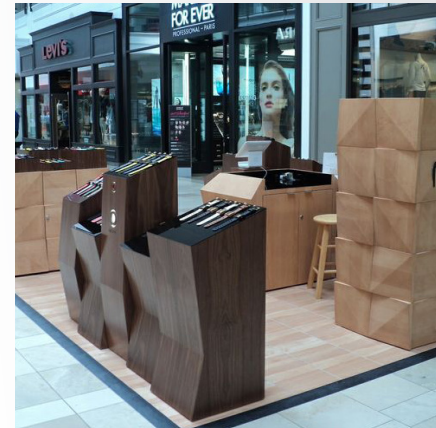
FREE-STANDING

Counter surrounded retail with central attendant(s).



WALK THROUGH

Open counter & merchandise display layout with customer flow through retail zone.



2.0 KIOSK EXAMPLES & INSPIRATION

INTEGRATED INTO MALL ARCHITECTURE

Integrated into mall architecture with "see through" design and area seating option.



3.0 DESIGN CRITERIA

FLOOR PLAN/LAYOUT

- **ADA** - The overall plan of the kiosk should maximize the display areas while serving the needs of the customers. Pay special attention to requirements set forth by local codes and especially those associated with ADA or the "Americans with Disabilities Act." Any occupied kiosk must maintain the proper (interior) width, turn radius, clearances, and accessibility concerns set forth by these regulations. These ADA requirements will also affect the exterior portions of the unit by mandating heights, projections, clearances, and writing surfaces.
- **Limits** - All kiosks must fit within the designated leased area and note that NO projections of any sort will be permitted beyond the boundary designated by the lease line.
- **Layout/Lease Space** - Refer to Landlord provided Lease Outline Drawing or Space Layout (L.O.D.) for exact location, size, and configuration.

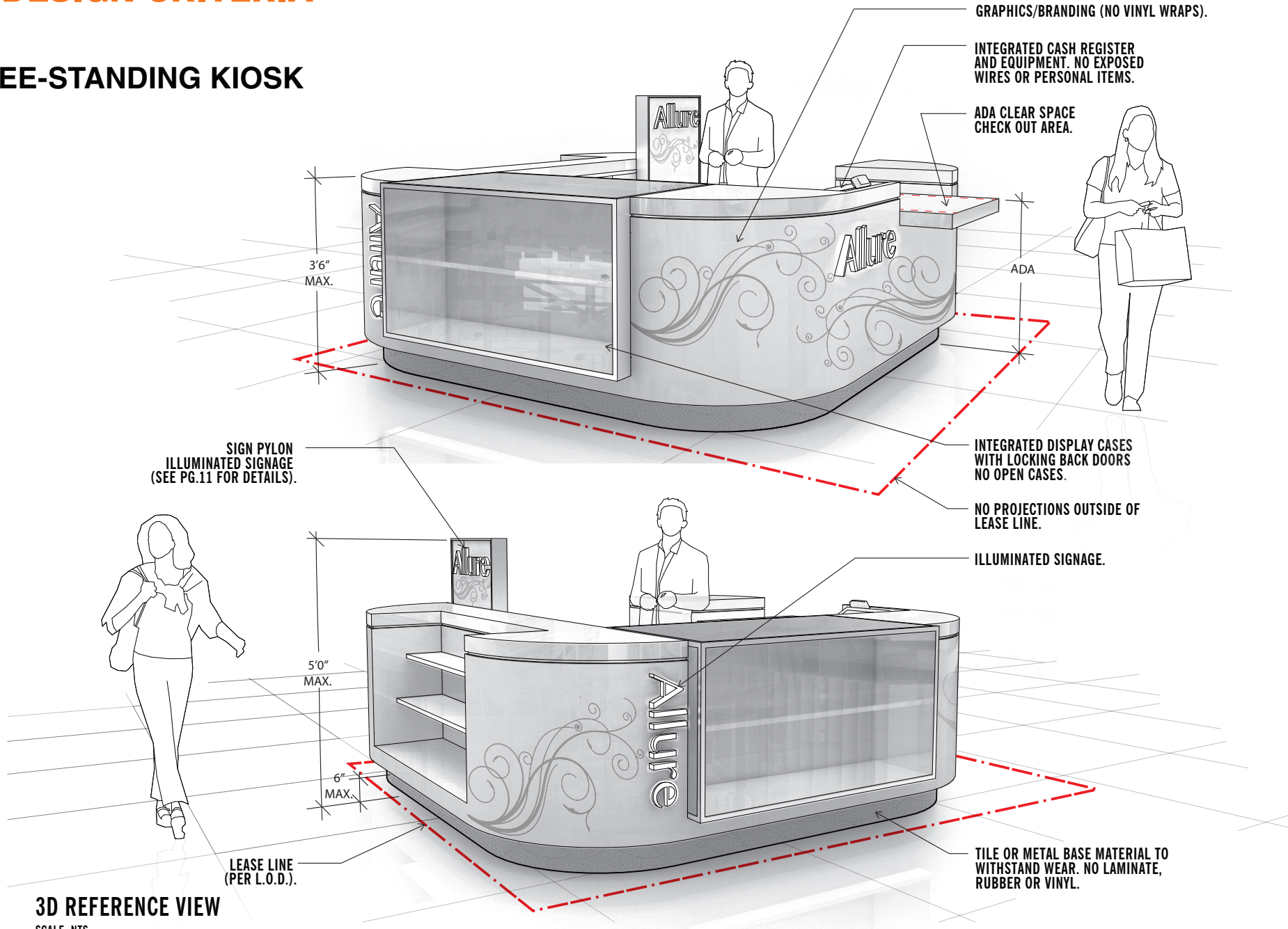
NOTE:

Typical floor loading for upper levels or supported slabs is 75 lbs/psf and should not be exceeded. Confirm this with your designer or fabricator and provide supporting documentation in your submittal.



3.0 DESIGN CRITERIA

FREE-STANDING KIOSK



3D REFERENCE VIEW

SCALE: NTS

3.0 DESIGN CRITERIA

WALK THROUGH KIOSK

INTEGRATED DISPLAY CASES WITH LOCKING BACK DOORS. NO OPEN CASES.

INTEGRATED CASH REGISTER AND EQUIPMENT. NO EXPOSED WIRES OR PERSONAL ITEMS.

ILLUMINATED SIGNAGE.

ADA CLEAR SPACE CHECK OUT AREA.

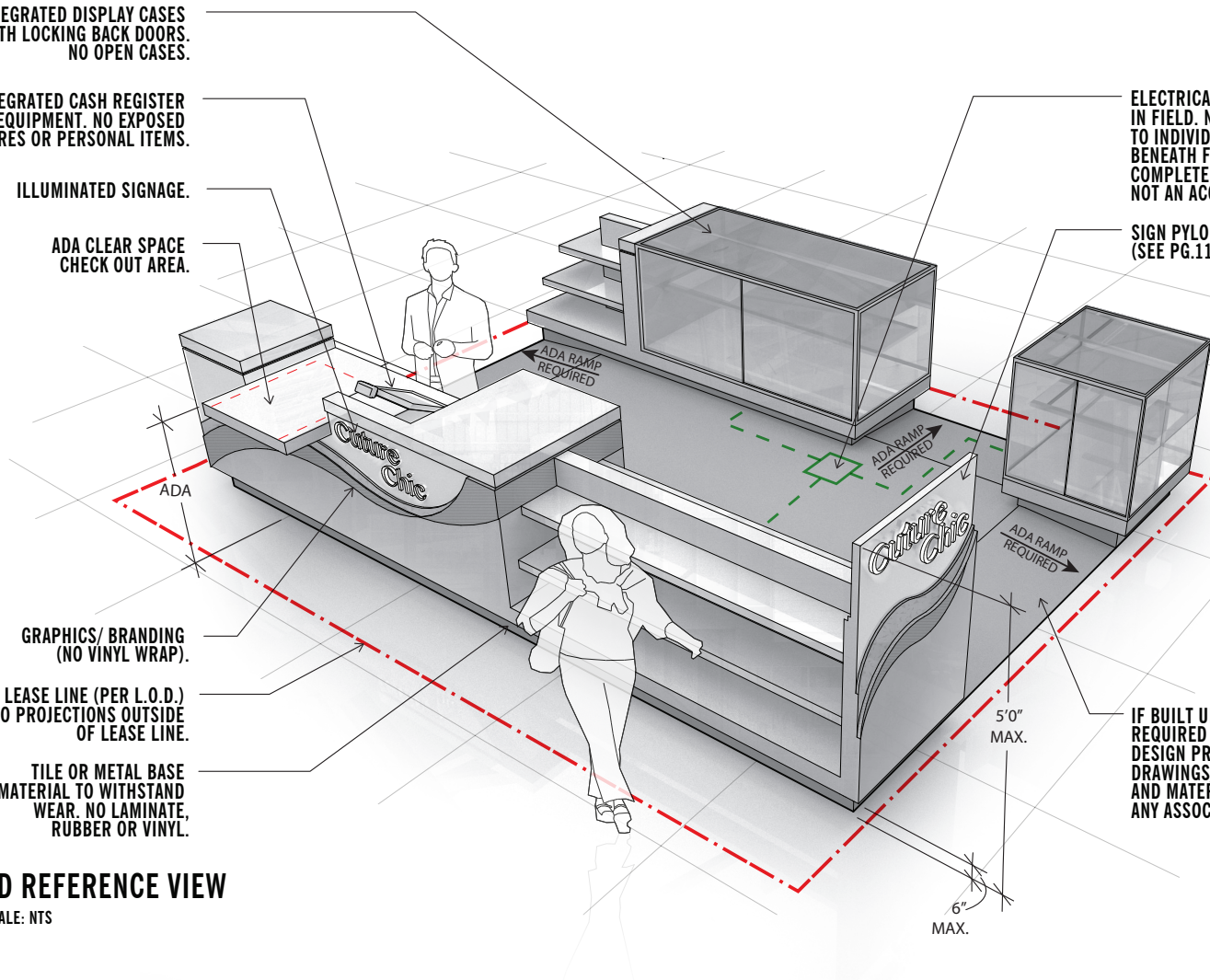
GRAPHICS/ BRANDING (NO VINYL WRAP).

LEASE LINE (PER L.O.D.) NO PROJECTIONS OUTSIDE OF LEASE LINE.

TILE OR METAL BASE MATERIAL TO WITHSTAND WEAR. NO LAMINATE, RUBBER OR VINYL.

3D REFERENCE VIEW

SCALE: NTS



ELECTRICAL POINT OF CONNECTION, VERIFY IN FIELD. NOTE: DISTRIBUTION OF POWER TO INDIVIDUAL "SECTIONS" SHALL OCCUR BENEATH FLOORING AS REQUIRED TO CONCEAL COMPLETELY FROM PUBLIC VIEW. CORD COVERS ARE NOT AN ACCEPTABLE MEANS OF CONCEALMENT.

SIGN PYLON ILLUMINATED SIGNAGE (SEE PG.11 FOR DETAILS).

IF BUILT UP FLOORING PLATFORM IS REQUIRED TO CONCEAL ELECTRICAL COMPONENTS, DESIGN PROFESSIONAL SHALL SUBMIT DRAWINGS/DETAILS SHOWING CONSTRUCTION AND MATERIALS OF PROPOSED PLATFORM AND ANY ASSOCIATED FLOOR FINISH TRANSITIONS/RAMPS.

3.0 DESIGN CRITERIA

VERTICAL DISPLAY TREATMENTS

Vertical surfaces present an excellent opportunity to express creativity, quality, and visual attraction and should also serve to reinforce the image established by the kiosk design and merchandise.

Proper material and finish selections can help tie together the overall design and branding of the unit while providing a “frame” for the merchandise being offered.

ACCEPTABLE VERTICAL DISPLAY TREATMENTS

- ✓ Pre-finished metal or perforated metal panels
- ✓ Back-painted or etched glass or acrylic
- ✓ Marble, granite or stone slab
- ✓ Certain commercial-grade fabric wall coverings and decorative vinyl materials

- It is important to note that the Landlord is ever sensitive to site lines and the restrictions associated with objects within the mall’s common area.
- The height of kiosk or displays should not exceed 3’-6”.
- Twenty percent (20%) of the kiosks total lineal footage may exceed the predetermined 3’-6” but shall not be greater than 5’-0” at its tallest point (see Sign Pylon pg.11).
- The kiosk’s maximum service counter height shall not exceed 3’-6”. Variations in level and depth in the units are encouraged.
- All equipment shall be neatly integrated in the kiosk design.
- Cash registers are to be recessed in counter and all wiring is to be concealed.
- Canopies and overhead structures are not allowed.

DISPLAYS & DISPLAY CASES

Display cases (including refrigerated units) should be integrated into the overall plan and fabricated to reflect and reinforce the design of your kiosk. Pre-manufactured units may be the wrong choice for this application as they are not always designed with style or exposure in mind.

- Some kiosks may dictate custom or modified (stock) units while making adjustments to size, shape, or finish treatments. Special attention should also be given to the interior of the cases to ensure that they provide a proper back-drop in which to display your product.
- Mirrors are prohibited as a finish material on both the interior and exterior of display cases.
- Care needs to be taken to ensure that the case selected should support the product adequately and ensure that their size can appropriately accommodate the merchandise.
- Cases should be the size and scale to properly support your product without looking crowded or under merchandised.
- Display cases must utilize tempered glass and should not project or display any product higher than 3’-6” above finished floor.
- All merchandise should be displayed within the designated display cases and not on the top surfaces.
- Verify that any controls, adjustments or access points to your display cases are out of the reach of customers within the mall common area.

VISUAL MERCHANDISING

Merchandise Presentation refers to the type, arrangement, and maintenance of your goods or products. Visual Display refers to creating imagery and visual attraction that draws a shopper to the point of sale. These two basic components of Visual Merchandising are the foundation of well displayed merchandise.

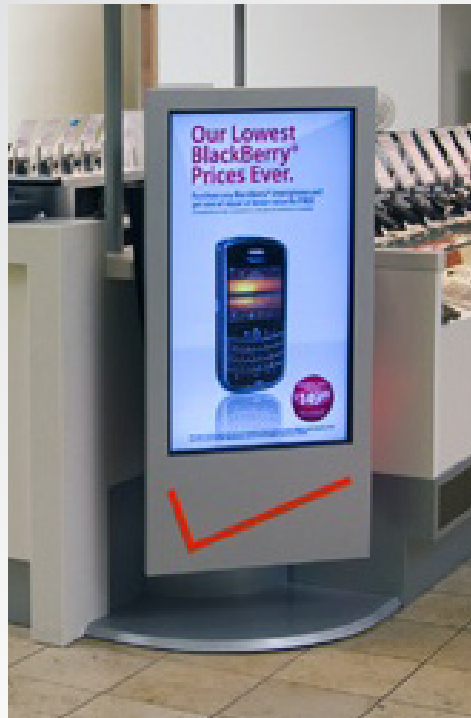
- Successful Visual Merchandising will have a direct impact on the amount of business generated and will lend to the overall success of your operation.
- Tenants are encouraged to incorporate professional props, and various display forms to bring clarity, express style and help explain a products use or features.

3.0 DESIGN CRITERIA

DIGITAL DISPLAYS

Digital displays can be a good way to attract, entertain, or educate customers about certain products or services. However, these types of displays are not often appropriate and in some cases can have a detrimental effect, therefore specific Landlord approval is required.

- When permitted, digital electronics should be subtle and act to reinforce a products appeal or features.
- Digital systems must be integrated into the design of the kiosk and be free of exposed cords, wires or connectors.
- Approved digital units should utilize flat-screen monitors only, with play button or receiver concealed from view.
- No sound is allowed. Static images only. No promotional messages.



LIGHTING

- Proper lighting is essential to showcase your merchandise and should be carefully considered.
- All displays and display cases should be internally lit to maximize exposure of your product.
- Kiosk lighting is to be integrated into the cases and free of any exposed wires, circuits, ballasts, and conductors.
- Light sources are to be shielded and should always be directed downward towards the merchandise.
- Make certain that cases are adequately vented and that any heat-producing lights are out of the reach of customers.
- Tenants are encouraged to explore the use of LED lighting in an effort to reduce energy consumption and heat gain.
- The Kelvin (color temperature) range should not be above 3500K.



PROHIBITED LIGHTING

- ✘ Exposed wires, circuits, ballasts or conductors
- ✘ Task lighting or lighting on any elevated surfaces or canopy structures

3.0 DESIGN CRITERIA

MATERIALS & FINISHES

Several considerations will need to be made with regards to both interior and exterior material and finish selections for your kiosk. In general, select durable, code compliant materials such as metals, glass, veneers, and certain treated woods.

- Finish materials must be durable, cleanable, and resistant to the constant abuse associated with “mall-traffic.”
- Proper planning and investment at the time of fabrication will result in a unit that will maintain its appearance while needing minimal maintenance.
- Materials used on the exterior surfaces and toe-kick or base must be durable.
- **All materials/millwork need to meet the Applicable Flame Spread Class Rating and Local Code Requirements (Meets ASTM E84 or UL 723). This should be confirmed with the municipality prior to fabrication.**

ACCEPTABLE MATERIALS & FINISHES

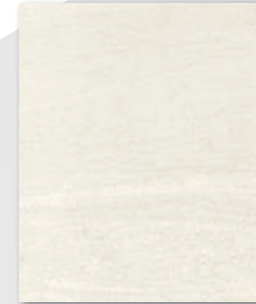
- ✓ Powder-coated or mill-finished metals
 - ✓ Natural stone or porcelain
 - ✓ Solid surface laminates
 - ✓ Certain stained or natural-finish (hard) woods and laminates
 - ✓ Certain materials with (multi) coat lacquered finishes (7 coat min.)
 - ✓ Tempered / Decorative glass
- *Alternate finish materials and treatments will be considered based on the overall design of the kiosk. It should be noted that all finish materials must be submitted and approved by Landlord prior to commencing with fabrication.

PROHIBITED MATERIALS & FINISHES

- ✗ Mirror
- ✗ High gloss laminates
- ✗ Drywall / painted surfaces
- ✗ Vinyl wrap
- ✗ Certain fabrics or any materials that would be considered non-durable or not easily maintained



Wood



Porcelain



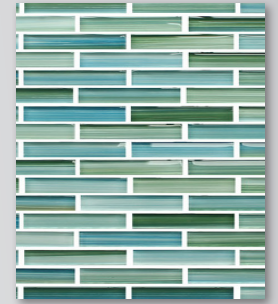
Stainless Steel



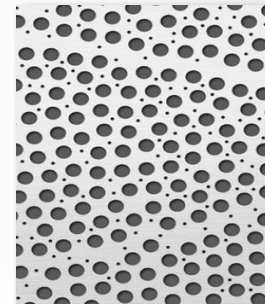
Stone



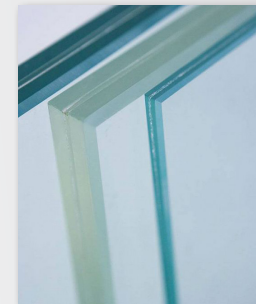
Decorative Glass



Mosaic Tile



Textured Metal



Tempered Glass



Solid Surface

4.0 SIGNAGE AND GRAPHICS

SIGNAGE

Signage and Graphics are one of the most important components of a successful kiosk and thus special consideration needs to be taken in the planning, design, and fabrication. Signage should reinforce the character and quality of your product while creating identity and enhancing the overall presentation. In addition, the type of sign selected should be well thought out and carefully integrated into the overall design of the unit.

- No more than two (2) signs or one (1) double-faced sign pylon (identifying the Tenant's trade name only) will be permitted on or at any given kiosk.
- Tenants are not to install any additional signage without the Landlord's written approval.
- Tenant shall not utilize unapproved graphics, sales or promotional signs, or trade marks anywhere on or within the approved kiosk space.
- Letters will be restricted to an average height of 8" in most cases with any given letter not to exceed 12" in total height.
- Font, trade name, and sign design will all be factors in determining an acceptable size for lettering.
- Tenant signage is for the purpose of identification only and must be limited to brand name and logo.
- Advertising of product names may not be displayed as part of the signage.
- Advertising of Tenant e-mail or web address by means of duratrans and decal vinyl stickers will not be permitted. Other graphics are subject to the Landlords approval.

SIGN PYLON

Tenants have the option to use a Sign Pylon within their Kiosk. This focused element can help bring the Tenant's logo and branding up to eye level and must be an integral part of the overall Kiosk design.

- Tenants will be allowed one (1) double-faced sign pylon per kiosk.
- The Maximum allowed dimensions of a Sign Pylon are 3'W x 6"D x 5'H.

NOTE:

- ✓ Kiosk design drawings shall include overall design, sizes, and placement of all signage.
- ✓ Tenant shall submit detailed sign shop drawings indicating sizes, materials, attachments, etc. upon approval of kiosk design.
- ✓ All signs to be professionally constructed.

ACCEPTABLE SIGN TYPES

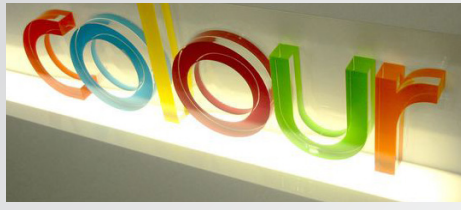
- ✓ Pre-finished metal or perforated metal panels
- ✓ Surface-applied dimensional metal letters (solid or hollow) or routed forms (PVC / Sintra, Plexi, and Acrylic) are acceptable materials with a minimum thickness of 1/4"
- ✓ Light-conductive or edge-lit signs with dimensional or carved letters
- ✓ Integrated cabinet signs with routed (opaque) faces and pushed-through letters
- ✓ Carved dimensional signs of certain materials with integrated external light source

PROHIBITED SIGN TYPES

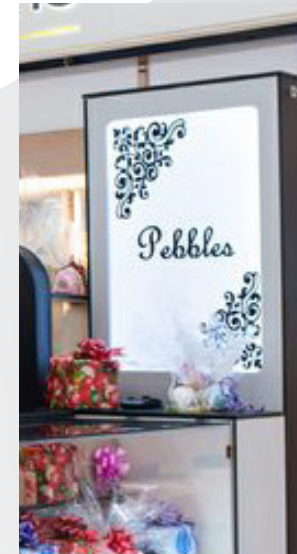
- ✗ Face lit box or cabinet signs
- ✗ Flat vinyl or other applied or stenciled signs
- ✗ Flashing or Moving (LED) signs
- ✗ Paper or printed graphics, banners or signs
- ✗ Exposed Neon
- ✗ Gator/foam core board
- ✗ Vacuum formed (hollow) letters

4.0 SIGNAGE AND GRAPHICS

SIGNAGE EXAMPLES



SIGN PYLON EXAMPLES



GRAPHIC EXAMPLES



5.0 GENERAL UTILITIES, TELEPHONE, & DATA

GENERAL UTILITIES

- Any installation or upgrades to the power and data serving the kiosk must be coordinated by the Tenant. All utility upgrades to an existing location are the sole responsibility of the Tenant. In addition, Tenant is responsible for establishing service accounts where utilities are not metered locally.
- The mall common areas have existing fire sprinklers/fire-protection above. With this in place, Tenant should NOT plan, design or erect any horizontal canopies, covers or awnings above their kiosks. Tenant must not obstruct the operation of the mall's fire protection in any way.
- Any modifications to the Landlord's utilities will be by the Tenant at Tenant's sole cost and subject to Landlord approval.
- Refer to Food and Drink Kiosk Criteria (section 6.0) for additional information (if applicable).
- Tenant to field verify/conduct site visits as needed to confirm all existing utilities.

TELEPHONE/DATA

Granite Telecommunications

Phone: (855) GRT-GRID / (855) 478-4743

This is the general number that directs callers to the Network Operations Center where they handle everything from prospective clients (calls/leads forwarded to sales), to customers with general inquires, speed change requests, and repair requests.

Phone: (866) 847-5500

This is Granite's general 24/7 customer service line. They handle all inquiries and repairs throughout Granite.

6.0 FOOD & DRINK

FOOD USE TENANTS

- All condiment, flatware, napkin holders, loose menu brochures, etc., are to be designed and incorporated into countertop design.
- Incorporate seating elements on or near the Kiosk, as allowed per the L.O.D. see following page for examples.
- Menu boards must be incorporated into overall Kiosk design.
- Tenant is responsible for removing their own trash, cleaning, and hygiene products and must comply with local health department codes.
- Tenant to police and clean any free standing tables or other furniture associated with their Kiosk.

UTILITIES & EQUIPMENT

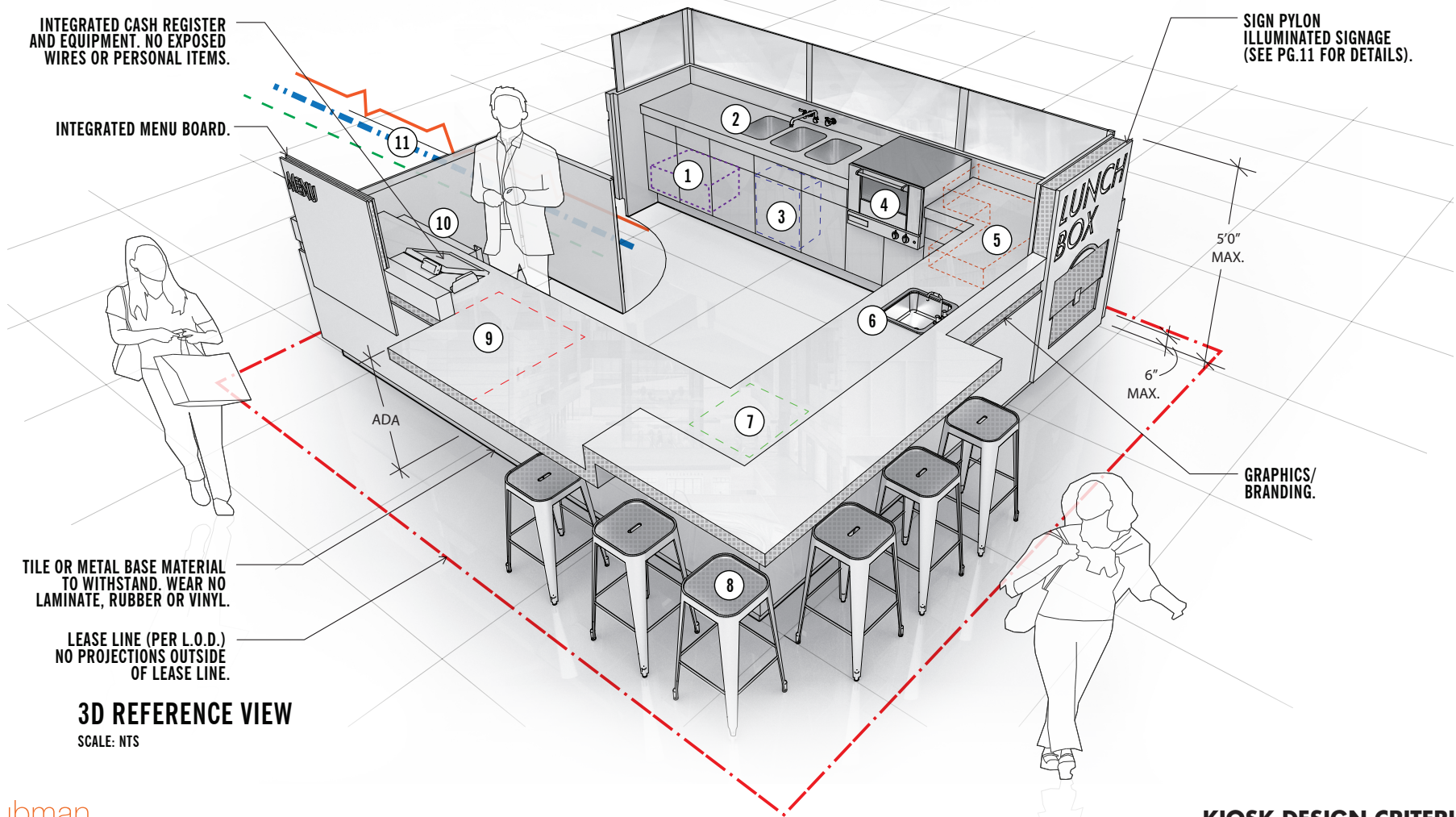
- All equipment cut sheets must be included in the drawing submittal, and should include all equipment to be located above and below the counters.
- Food Use Tenants must verify any existing utilities and engineer or coordinate the proper extensions to the leased area.
- Food Use Tenants are required to have grease traps within the Kiosk space and concealed from view (If applicable by code).
- No odor producing or self-ventilating equipment shall be used within the Kiosk unless approved by Landlord.
- Tenant is responsible for cleaning up any spillage that occurs from the transportation of portable water systems for disposal or filling purposes.
- Water meter shall be located in an easily accessible location, yet out of public view.



6.0 FOOD & DRINK

KEY NOTES

1. MOP SINK-VERIFY REQUIREMENTS W/LOCAL MUNICIPALITY. CONCEALED FROM PUBLIC VIEW IF LOCATED WITHIN THE KIOSK.
2. THREE COMPARTMENT SINK-DESIGN AMPLE SPACE FOR ANY REQ'D. DRYING RACKS, ETC.
3. GREASE TRAP (IF REQ'D)-VERIFY REQUIREMENTS W/LOCAL MUNICIPALITY. CONCEALED FROM PUBLIC VIEW.
4. COOKING EQUIPMENT-VERIFY SPECIFIC EXHAUST REQUIREMENTS AND PROVIDE VENTILATION AS REQ'D.
5. COUNTER TOP EQUIPMENT-ENSURE BACKSIDE OF EQUIPMENT IS SHIELDED FROM PUBLIC VIEW (IE. CORDS, FANS, INPUTS, ETC.) SUBMIT CUT SHEETS FOR L.L. REVIEW.
6. HAND SINK-SHROUD FROM PUBLIC VIEW (IF POSSIBLE) CONCEAL HAND SOAP AND PAPER TOWEL DISPENSER (IF POSSIBLE).
7. ELECTRICAL PANEL & TRANSFORMER-LOCATE UNDER COUNTER OR OUT OF PUBLIC VIEW.
8. INTEGRATED SEATING
9. ADA CHECK OUT AREA, VERIFY LOCAL REQUIREMENTS
10. UNDER COUNTER EQUIPMENT-IE. REFRIGERATOR, FREEZER, ICE MAKER, ETC.
11. EXISTING OR NEW ELECTRICAL, SANITATION, AND WATER LEADS UP UNDER FINISH FLOOR-VERIFY.



3D REFERENCE VIEW

SCALE: NTS

7.0 GENERAL INFORMATION & SUBMISSION PROCEDURES

LANDLORD RESERVED RIGHTS

The Landlord reserves the right to modify, add to and/or delete from the contents of the Kiosk Design Criteria document at any given time, and the Tenant will be required to conform to these amendments. This entire Kiosk Design Criteria document is provided as a general and typical guideline to Tenants. Terms and Conditions of the Lease shall prevail as outlined in the Lease.

DISCLAIMERS

- All drawings and details in this document are schematic, typical, and are issued as a reference only. The Tenant is responsible at all times and at their own expense to have the leased premises surveyed in field.
- The utilization of the terms, Landlord, Tenant or Lease herein shall not define the relationships between the parties. Rather, the relevant legal document, whether it be a Lease Agreement or License Agreement, shall govern.

USE OF PROFESSIONALS

Tenant will hire qualified professionals in the field of Architecture, Interior Design, and Engineering, licensed by the State of leased location. Tenants will prepare suitable architectural, design, mechanical, and electrical documents for the review process & will utilize registered contractors to complete and oversee the construction work done at Taubman retail centers.

SUSTAINABILITY

We encourage every retailer, architect, and contractor to create a kiosk structure using the latest sustainable design and construction practices. For more information on sustainable design and construction practices please visit the U.S. Building Council's website usgbc.org.

PERMITTING & CODE

- Local codes - It is the sole responsibility of the Tenant and their consultants to conform to all other local governing agencies and those set forth by the Landlord.
- Building permits and any additional/auxiliary approvals (Fire, Health, etc.) are required in order to install your kiosk and should be available prior to the planned installation date. Tenant is responsible for the submittal, coordination and any fees associated with this process.

7.0 GENERAL INFORMATION & SUBMISSION PROCEDURES

DESIGN SUBMISSION

All design submittals will be submitted to the Tenant Coordination Department for the Landlord's design review, approval, and comments, which will be given on the basis of how the design and material selections presented relate to and complement the design concept philosophy of the entire project.

SUBMITTAL REQUIREMENTS

Your submission should be made as soon as your architect or designer has been chosen. A sketch or computer-generated rendering of the Kiosk along with the envisioned finishes and inspirational tear sheets shall be submitted. Photos are very helpful in terms of understanding the essence of your brand, as well as how your brand proposition will be articulated from a design perspective.

DRAWING SUBMITTAL MUST CONTAIN THE FOLLOWING:

- ✓ A plan, elevation, and section(s) of the proposed kiosk design and signage to scale.
- ✓ Electrical power requirements including watts per sq.ft.
- ✓ A kiosk 3D rendering.
- ✓ Sample board with actual materials and samples.
- ✓ Key plan showing location of the kiosk within the mall.
- ✓ Architectural, Mechanical, Electrical, and Plumbing plans shall be submitted for all food related kiosks.

SUBMITTAL PROCEDURE

Once all submittal requirements are met and combined into one (1) single packet, tenant shall email package to Landlord, for review and approval.

Submit to: TILS@Taubman.com

RESOURCES

A Site Survey as well as a Pre-Construction Meeting is required prior to the start of construction. Please contact the Facilities Director at the Mall Management Office in which Tenant's Kiosk will occupy for site visit or other questions. See following page for contact information.

Contact the Tenant Coordination Department for information regarding Kiosk Design or Construction Professionals for each mall.

Tenant Coordination Department

200 East Long Lake Road
P.O. Box 200
Bloomfield Hills, MI 48304-0200
Phone: (248) 258-6800
Fax: (248) 258-7301

For questions, contact:

Stephanie Bessette, Tenant Coordinator
sbessette@taubman.com
TILS@taubman.com

or

Russell Schoenrath, Senior Tenant Coordinator
rschoenrath@taubman.com
TILS@taubman.com

7.0 GENERAL INFORMATION & SUBMISSION PROCEDURES

MALL INFORMATION

BEVERLY CENTER MALL

8500 Beverly Boulevard, Suite 501
Los Angeles, CA 90048
Phone: (310) 854-0071

CHERRY CREEK MALL

3000 East First Avenue
Denver, CO 80206
Phone: (303) 388-2522

DOLPHIN MALL

11401 NW 12th Street
Miami, FL 33172
Phone: (305) 599-3000

FAIR OAKS MALL

11750 Fair Oaks
Fairfax, VA 22033-3365
Phone: (703) 359-8302

GREAT LAKES CROSSING

4000 Baldwin Road
Auburn Hills, MI 48326
Phone: (248) 454-5010

INTERNATIONAL MARKET PLACE

2330 Kalakaua Ave.
Honolulu, HI 96815

INTERNATIONAL PLAZA

2223 North Westshore Blvd.,
Suite 2000
Tampa, FL 33607
Phone: (813) 342-3780

PRESTIGE OUTLETS OF CHESTERFIELD

17017 North Outer 40 Road
Chesterfield, MO 63005
Phone: (636) 812-0567

THE MALL AT GREEN HILLS

2126 Abbott Martin Rd.
Nashville, TN 37215
Phone: (615) 298-5478

THE MALL OF SAN JUAN

1000 Mall of San Juan Blvd.
San Juan, PR 00924
Phone: (787) 759-6255

STAMFORD TOWN CENTER

100 Greyrock Place
Stamford, CT 06901
Phone: (203) 356-9700

SUNVALLEY MALL

1 Sunvalley Mall
Concord, CA 94520
Phone: (925) 825-0400

TWELVE OAKS MALL

27500 Novi Road
Novi, MI 48377
Phone: (248) 348-9438

THE UNIVERSITY TOWN CENTER

140 University Town Center Drive
Sarasota, FL 34243
Phone: (941) 552-7029

WESTFARMS

500 Westfarms Mall
Farmington, CT 06032-2692
Phone: (860)561-3420