



The Navajo Nation, Division of Economic Development

NNSC Shopping Center Lease Procedures.

The following procedures for obtaining a shopping center lease are not all-inclusive. Processing time is dependent on space availability, and may take from 30 to 60 days.

- 1) Prospective tenant obtains application from NNSC.**
- 2) Tenant submits application and business plan for NNSC review.**
- 3) Tenant and NNSC negotiate lease terms.**
- 4) NNSC prepares draft resolution and initiates review process with Economic Development Committee.**
- 5) Economic Development Committee reviews for approval.**
- 6) Tenant signs six sets of lease agreements.**
- 7) NNSC obtains Navajo Nation's President's signature on lease agreement.**
- 8) BIA Branch of Real Property Management reviews lease.**
- 9) Lessee submits the following to BIA:**
 - a) Lease Fee
 - b) Evidence of public liability, personal injury, and property damage insurance
 - c) Evidence of fire/casualty injury insurance
 - d) Performance Bond or security deposit
- 10) Final approval of the shopping center lease is obtained from the Bureau of Indian Affairs, and the lease is distributed.**

Other industrial land-development options exist. They require completion of the land withdrawal process, which will change the designated use of the land from farming or grazing use to business-purpose use. For further information regarding land withdrawals, contact:

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