

Dealio Allowed Special Characters by Field

| General Deal Info | |
|------------------------------------|---|
| Deal Name | @ # & * () - _ + ' , . / |
| Commission Notes | ` ~ ! @ # \$ % ^ & * () _ - + = { } [] \ ; : " ' < > , . ? [Shift+Enter] |
| Deal Allocation Comments | ` ~ ! @ # \$ % ^ & * () _ - + = [] \ { } ; : " ' , . / < > ? [Shift+Enter] |
| Deal Details | |
| Primary JLL Contact | \$ % , . |
| Counter-Party (e.g. Buyer/Sponsor) | \$ % , . |
| SubTenant Information | @ # & * () - _ + ' , . / |
| Comments | @ # \$ % & * () - + = [] ; ' , . [Shift+Enter] |
| MDM Address Finder | @ # & * () - _ + ' , . / |
| Contact/Survey/Docs | |
| Uploading Documents | |
| File Types | <p>The following document types are <u>no longer available to upload</u> to Dealio due to global security restrictions</p> <ul style="list-style-type: none"> ➤ executable files (.exe) ➤ macro-enabled files (.xlsm, .docm) ➤ zip files (.zip, .zipx) |
| File Names | <p>File names cannot contain additional "." in the file name. Example: Invalid file name: Lease&Amend#340_5.20.2022.pdf Valid file name: Lease&Amend#340_5_20_2022.pdf Valid file name: Lease&Amend#340_5 20 2022.pdf</p> |
| New Document Description | @ # \$ % & * () - _ = + [] ; ' , . [Shift+Enter] |
| Due Date/Adjust/Invoicing | |
| RR & TR Recognition Comments | \$ % , . |
| Invoice Comments | @ # \$ % & * () - _ = + [] ; ' , . [Shift+Enter] |
| Deal Adjustment Comments | @ # \$ % & * () - _ = + [] ; ' , . [Shift+Enter] |
| Add New Due Date Comments | @ # \$ % & * () - _ = + [] ; ' , . [Shift+Enter] |
| Finance Audit | |
| Comments | @ # \$ % & * () - _ = + [] ; ' , . [Shift+Enter] |