

Central Area Senior Center (CASC) Gallery Lease Agreement

This lease is made and executed this ____day of _____, 20__, between "CASC", hereinafter referred to as "Lessor", and _____ hereinafter referred to as "Lessee."

1. Lessee hereby leases and hires Lessor, on the terms and conditions hereinafter set forth, that portion of "CASC Gallery", which is designated as space.
2. The term of this lease is a minimum of three (3) months, starting on _____, 20__, and from then on, a month to month basis. Rent for this space will be determined by annual sales per month. If sales are under \$100 per month, rent is calculated at \$5 per month. If sales are over \$100 per month, rent is calculated at \$10 per month. As additional rent, Lessor shall be authorized to collect and retain 12% for total items sold \$1.00 - \$100.00 and 15% for total items sold \$100.00 and above during a one month period. All sales or trades initiated on CASC's premises are considered sales by CASC, and the appropriate percentage of the transaction must be included as additional rent, as indicated above. All rent is calculated from the 1st of the month through the end of the month and will be settled by the 20th of the following month when CASC Gallery reports are available. * Please note all amendments to space or lease amounts must be initiated by Lessee.
3. A monthly advertising assessment fee of \$3.00 for sales under \$100.00 per month and a \$5.00 advertising assessment fee for sales over \$100 per month shall be authorized and collected by Lessor monthly.
4. Following the minimum lease period, either Lessee or Lessor may terminate this lease and Lessee's occupancy of the premises for any reason, on the last day of the month, if writer notice is given one full month in advance. (Typically, a termination will occur at the end of the following month, unless notice is given on the first day of the current month.)
5. If applicable, Lessor is responsible for collection and paying Washington State Sales Tax.
6. Lessees are responsible for their own property insurance for merchandise or other material kept on the CASC's premises. Lessor is not responsible for damaged or stolen merchandise. Lessor will maintain liability insurance for CASC's property in accordance with CASC's and Sound Generation's rules and policies.
7. Lessor may accept offers, subject to Lessee approval, on single items or merchandise priced over \$40.00. Additionally, during any bi-annual "Haggle Day" (a bargaining day held bi-annually where customers may haggle with vendors over price) sales, all merchandise not marked Firm or No Discount must be offered at a 10% discount to all customers.
8. Statement of the prior month's sales will be available on the 20th of every month and will reflect gross sale, rent, advertisement and all applicable sales fees. Statements

of sales for the current month to date may be provided upon request at the Lessor's discretion and availability.

9. Lessee further agrees to abide by the attached rules and policies. These rules may be changed or amended by CASC Management to accommodate changing needs. Following 30 days after being posted or distributed, all changes, amendments or additions are hereby incorporated as a part of this lease.

Signature below certifies that Lessee has read, understands and agrees to all terms and conditions of this lease:

(Lessee)

Signed: _____ Date: _____, 20_____

(Printed Name) _____ Telephone _____

Address _____ Mobile _____

_____ UBI # _____

_____ Email Address _____

**(Lessor) Central Area Senior Center (CASC) Gallery,
500 30th Avenue South, Seattle, WA 98144**

Signed: _____ Date: _____, 20_____

CASC Gallery Lease Agreement, Rules and Policies

The Gallery is established for the business purposes of providing a profitable sales outlet for the CASC and vendors and a reliable source of goods for our customers. These rules and policies are established to set some reasonable standards for CASC merchandise and practices. As such, they are intended to make the experience as pleasant and profitable as possible for everyone involved. Suggested changes by the vendors, volunteer workers or customers are invited and updated versions of the rules and policies are available to all.

1. All vendors must be a paid member of CASC for a minimum of three months prior to being included as a vendor of the Gallery.
2. All vendors must be willing to sign a CASC Gallery Lease Agreement and abide by the terms of the lease agreement and by the rules and policies that govern CASC Gallery.
3. All merchandise should be in the generally acknowledged field of handcrafted items, and/or established collectibles. CASC reserves the right to make the final judgement on acceptability.
4. All significant flaws, imperfections, damages to merchandise should be indicated on the sales tags.
5. CASC has a "No Returns" policy, but CASC reserves the right to accept returns based on special or unusual circumstances. In the case of items returned due to misleading or erroneous tags or labels, CASC will normally accept the return. CASC has no responsibility for the error, the vendor will still be charged the regular CASC percentage.