

Booth Rental Contract

This contract serves as a rental agreement entered into on the ____ day of _____ 20_____ between the rentee: _____ and renter: Tahnya Dixson, owner/member of Brown Sugar Suites LLC located at 7098 N. Shadeland Avenue, Suite J, Indianapolis, IN, 46220. Below are the terms, conditions, and requirements of renting salon space.

Space to be rented:

Monthly rent:

Rental start date:

Rentees profession at time of agreement:

Rentees residential address:

Rentees mobile phone number:

Rentees email address:

Security deposit amount: \$350

Deposit will be returned in full within 30 days of the end of rental period except as stated within the rental agreement.

The space is to only be used as a beauty culture salon, providing services of cosmetology, barbering, or esthetics only.

Rentee must have and present proof of the following:

- Effective state licensing in Cosmetology, Esthetics, or Barbering (at time of rental start date). Exception: braider. Lash techs must be certified via a program recognized by the Indiana Department of Health
- General and professional liability insurance in the amount of \$1,000,000 or greater (within 60 days of move-in)

Requirements & obligations of rentee:

- Any and all state required and non state required equipment, product, disinfectant, and other supplies required to conduct business

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- Any and all communication, scheduling, payment, or marketing services as well as bookkeeping, tax withholding, documentation, and filing services
- Keep rental space clean, neat, and in a professional manner
- Dispose of trash into provided bin in parking lot
- Any additional guests/clients of rentee are required to remain within rentees space throughout services
- Conduct themselves and their business in a professional manner at all times so as to not pose a nuisance or disturbance to the salon, its guests, or surrounding businesses
- Properly stored products, equipment, and containers which must be clearly labeled
- Clean and disinfect shampoo bowls after each use, tidy up any common space that has been used by rentee and rentees guests after use
- Abide by rules and regulations of the state board
- Keep rental and common space used in good condition, excusing normal wear and tear. Any abnormal damage to the flooring, walls, curtains and rods, blinds, shampoo bowls, or other salon property will be repaired or replaced at rentees expense.
- Rentee and rentees customers can park anywhere in the business lot except the reserved parking spot for the owner.

2 written warnings will be given if these rules are violated. On the 3rd warning the rentee is subject to eviction.

Provided for Rentee by Renter:

- Wireless internet
- Shampoo bowls
- 24/7 access to salon
- Small break area with microwave and mini fridge

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Rental Payment:

Rental payments are due in cash, card (+4% processing fee), cashiers check, or money order in its full amount. A receipt will be provided for your records and tax deduction purposes. No personal checks. Full rental payments will be due no later than 11:59pm on the 1st day of each month. At 12:01am on the 2nd day of the month, payment is considered late. A \$25 late fee will be applied for each additional day late up to 10 days (\$250 maximum). At 10 days, rentee is subject to eviction, the maximum \$250 late fee, and loss of security deposit. Once notified, rentee will have 48 hours to remove all belongings, return any keys, and restore the space to good condition. After this period, any leftover equipment becomes property of the salon.

Customizing your space:

Rentees can customize their suite however they'd like excluding removal or changes to fixed windows, flooring, rods, baseboards, and curtains. Rentees have the right to not use the mirror, salon chair and mat, and rolling cart that comes with the suite however as it is property of Brown Sugar Suites it must be carefully removed by the owner/renter. Rentee must avoid holes in walls and instead use command strips or adhesive tape where sensible, especially for dividing walls. All efforts to protect the walls, flooring, base guards, curtains, and windows must be taken to maintain the integrity of the suite.

General specifications and rules:

Only (1) one surge protector extension cord per outlet. Any blow dryers, fans, heaters, or equipment that utilizes great electrical force has to be plugged directly into the wall outlet.

Minimal holes in walls. TV stand must be used if rentee has a TV. Command strips or adhesive tape must be used for most decor and anything hung, especially on a dividing wall.

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No children unless being serviced. Children under the age of 13 must be accompanied by parent/guardian. Guests must not pose a risk or nuisance to the salon or surrounding businesses.

Rentee must maintain a professional and neat appearance and space.

A 30 day notice must be given prior to moving out in written form. If rentees end of term exceeds the 1st day of the new month, rentee is required to pay the full rental amount for that month as there are no weekly or daily rates.

A 45 day notice will be given for any rental increases.

Any abnormal damage to the property caused by the rentee will be deducted from the security deposit. Anything less than a written 30 day notice prior to moving out will result in the loss of the security deposit in whole.

Rentee name:

Rentee signature:

Renter name: Tahnya Dixson / Owner & Member of Brown Sugar Suites LLC

Renter signature:

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