

# Artisan Rental Agreement

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**Finger Lakes Artisans**  
**655 Route 318, Suite 9, Waterloo NY 13165**  
**www.FingerLakesArtisans.com**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: (H): \_\_\_\_\_ (C): \_\_\_\_\_

Email: \_\_\_\_\_

## **Parties**

The parties to this Agreement are Finger Lakes Artisans, hereinafter called "Finger Lakes Artisans", and \_\_\_\_\_ (DBA/business name), hereafter called "vendor".  
The said property name and address is Finger Lakes Artisans, 655 Route 318, Suite 9, Waterloo NY 13165..

## **Rental Fees & Terms**

\$25 shelf spaces can be rented for 3 or 6 month terms, and spaces over \$25 are rented out at 6 month terms. You can rent out a space beginning at any time of the month. If your lease does not start by the 10<sup>th</sup> of the month, your first pro-rated month's payment will be due, along with your first full month.

Vendor will pay \$ \_\_\_\_\_ per month for \_\_\_\_\_ months for a mutually agreed upon space. There is NO commission on sales.

Vendor is responsible for credit card fees for any sales paid with by credit card. A 4% fee for each credit card sale will be deducted from vendor's payment at the end of the month, to cover credit card expenses. For sales paid by cash or check, no fees will be deducted.

This lease will begin on \_\_\_\_\_ and end on \_\_\_\_\_.

Vendor Rent will be taken out of the vendor's previous month's sales. If there are not enough sales to cover rent, the remainder of the Vendor's Rent is due and payable by check or cash **on the 1<sup>st</sup> of the month** for the next month's rent. Checks are to be made payable to "Finger Lakes Artisans".

***Any late payments made after the 5<sup>th</sup> of the month will be charged a \$5.00 late fee. (Initial here \_\_\_\_\_ stating you have read and understand this rule.)***

Vendor's sales checks, along with your sales statement, can be picked up on or after the first business day of the month, for your previous month's sales. If you choose to have your statements emailed to you and your payment sent via Paypal, please enter your Paypal email address here:

\_\_\_\_\_

If you want your check & statement mailed to you via USPS mail, a \$1 fee will be deducted from your payment to cover mailing expenses.

Please choose your payment method here: (this can be changed at any time)

- ( ) I will pick up in store.  
( ) I prefer Paypal & emailed statements  
( ) I would like my checks & statements mailed to me, and understand \$1 will be deducted from check.

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## Vendor Rules and Responsibilities

1. Vendor merchandise is accepted during business hours, and a 24-hour notice via email (to [valerie14432@gmail.com](mailto:valerie14432@gmail.com)) is required with a full list of products that vendor will be bringing in.
2. The Vendor agrees to allow Finger Lakes Artisans to display their products throughout the store. Vendor agrees to keep their stock replenished. Finger Lakes Artisans reserves the right to “cross sell” any vendor’s items with other store merchandise. Finger Lakes Artisans may or may not use displays provided by the vendor. Inventory may be moved around in the store often to keep the store looking fresh and appealing to customers. It is recommended that jewelry vendors provide their own jewelry displays.
3. The Vendor shall upon termination of the Agreement, vacate and return dwelling in the same condition that it was received, less reasonable wear and tear and other damages beyond the Vendor’s control.
4. In the event a vendor does not wish to renew their contract, a 2-week notice is required. If a 2-week notice is not provided, vendor will be charged for another full month. If Finger Lakes Artisans wishes to terminate the vendor’s contract, we will give you a 2-week notice.
5. The Vendor and Finger Lakes Artisans will work hand in hand on the displaying of goods the Vendor wishes to sell. Finger Lakes Artisans will have final word as to display location.
6. Finger Lakes Artisans is not responsible for losses such as theft, fire, etc. Vendor is responsible for shop wear or damage to their items (i.e. soiling, etc). Finger Lakes Artisans will monitor all goods in the shop in a reasonable manner.
7. All items displayed in the shop MUST be handmade by the Vendor. All items must be approved by Finger Lakes Artisans and final decision will be made by Finger Lakes Artisans. Crafts that are purchased cannot be offered for sale under this contract.
8. If this lease is prematurely terminated for any reason, Vendor’s merchandise will be packed up and stored for no more than two (2) weeks. If the merchandise is not claimed in that time, it becomes the property of Finger Lakes Artisans. If the Vendor prematurely terminates the lease, Finger Lakes Artisans reserves the right to invoice for the full balance of the lease fees due.
9. All items will be tagged and/or barcoded so each vendor will be correctly credited for their sales. An itemized listing of all items being offered for sale must be submitted to Finger Lakes Artisans before the display and sale of any item.
10. Finger Lakes Artisans will be closed on some holidays and reserves the right to close at the owner’s discretion.
11. Finger Lakes Artisans retains the right to display and market products as it sees fit, through its retail marketing opportunities. This includes our web site, promotional events, advertising and in-store displays.
12. Finger Lakes Artisans has the right to terminate a vendor’s privileges immediately if these policies are not adhered to.
13. Finger Lakes Artisans reserves the right to adjust the terms of this lease with written notice at any time.

We, the undersigned, agree to this Rental Agreement:

\_\_\_\_\_  
Finger Lakes Artisans

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vendor

\_\_\_\_\_  
Date