

Spirit Room Studios

STUDIOS ON the 2nd & 3rd Floor of 109 Broadway

Contractual Agreement between Spirit Room, Swanson Properties and Renter

Spirit Room will manage studio rentals and will show potential renters the spaces available.
60 % of income will be returned to Swanson Properties.

Rentals include all utilities such as electricity, heat, air conditioning and water provided
by Swanson Properties.

40% of the rental fees will go to the Spirit Room for managerial services.

The Spirit Room will make keys available to renters for the street-side door at 109 Broadway, the back
door on the fire escape and the same key will open the fire door on the third floor. (Three doors secured)

Renters will be responsible for paying for installation of a door lock to their space. Swanson Properties
will install the locks for a price of \$25. Two keys will be given to the renter with additional keys at \$2.
each upon request. At the end of the contract, all keys are to be returned to the Spirit Room.

The Spirit Room will maintain the current schedule of locking doors at 5:00 pm. Renters may access 24
hours a day.

Swanson Properties will provide janitorial services to public areas on a regular schedule.
Wireless Service will be contracted with the Spirit Room

Renters are required to supply their own insurance for contents of their studios. If uninsured, the Spirit
Room and Swanson Properties will be held harmless.

Swanson Properties will continue to rent open space at a 100% rate of income.
Parking is not provided with studio rental.

One year to five year leases are available effective the date of contract signing.

The rent is due by the 1st of each month.

_____ Designated Studio _____ Monthly Rent

Lease Date: _____ to _____.

Renter: Print Name _____ Signature _____

Spirit Room Representative _____

Swanson Properties Representative _____