

Community/ Non Profit Group Specialty Mall Leasing Application Form

The Well's Community Mall Leasing site is available free of charge, to local, charity, not-for-profit and community groups, operating within the area of Camberwell and surrounds.

All applications are subject to approval; to register, simply complete the following application form, acknowledge the booking terms and conditions and return with current Public Liability Insurance and proof of non-profit status, to:

Danielle Sita
Marketing Manager
The Well
E: danielle.sita@ap.jll.com

**Proof of not-for-profit status: this needs to be a written notice from the Tax office endorsement as an income tax exempt charity (ITEC) or endorsement as a deductible gift recipient (DGR).*

Bookings may be full or part week, consecutive days only. One booking is permitted per group, per financial year. Bookings are free of charge. One community site only is available in a set, allocated location.

This application form does not provide booking confirmation. Applications are subject to approval and confirmation by Centre Management, all applicants will be contacted via email.

COMMUNITY SITE APPLICATION FORM

NAME OF ORGANISATION: _____

CONTACT NAME: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

REQUESTED START DATE: _____

REQUESTED END DATE: _____

PURPOSE OF THE DISPLAY: _____

TABLES REQUIRED (MAX 2) _____ CHAIRS REQUIRED (MAX 2) _____

**Equipment is subject to availability*

\$20 MILLION PUBLIC LIABILITY INSURANCE POLICY NUMBER: _____

EXPIRY DATE:/...../.....

IF FUNDRAISING, RAFFLE PERMIT NUMBER: _____

- I have attached a current copy of \$20 million Public Liability Insurance
- I have attached evidence of non-profit status

-see next page-

CASUAL LICENCE AGREEMENT BOOKING TERMS AND CONDITIONS

Display

1. The physical appearance of the Licensee's display (be it a stand, unit or table) must be of a professional standard, which enhances both the Licensee's product and the Centre. Displays must not exceed 1.5m in height and must not hinder the general view of any tenant's shop front. Displays must not obstruct the free movement of customers within the Centre's walkways, entrances, shop fronts, service corridors, or fire exits.
2. All tables must be covered with a floor length tablecloth. Signage must not be handwritten and must be of a professional standard. Fixtures used by the Licensee must not cause any damage or disfigurement to the Centre.
3. The Licensee must not set up or dismantle its display during the Centre's core trading hours, unless it has the prior consent of JLL. The Licensee must trade to the Centre's core trading hours.
4. The Licensee is responsible at the conclusion of the Licence for the removal of its display including all fittings, equipment, and other articles and the make good of any damage the removal causes.

Conduct generally

5. The Licensee and its staff must not approach or harass any of the Centre's customers, and must not consume food or drink in view of customers.
6. The Licensee must only use the premises for the permitted use and for no other purpose.

Responsibilities and Compliance

7. The Licensee must promptly repair any damage caused by the Licensee or its staff.
8. JLL is not responsible for the Licensee's display or equipment during or after the Centre's core trading hours.
9. The Licensee must ensure that all equipment used by the Licensee on the premises is compliant with all relevant statutes, ordinances, regulations and standards.
10. The Licensee must pay for all services supplied to the licensed site where applicable, including water consumption, gas, electricity, and telephone charges.
11. The Licensee indemnifies JLL and its directors, officers, employees, agents and other representatives, from and against all claims, demands, losses, damages, costs and expenses for which they may become liable in relation to the Licence.
12. The Licensee warrants that in entering this Agreement, it has not relied on any representations or warranties except as expressly stated in this Agreement and indemnifies JLL in relation to any breach of this warranty.
13. The Licensee must take out the insurance set out in the Agreement, and must maintain it throughout the Licence term.
14. The Licensee must comply with all statutes, ordinances and regulations and must keep JLL indemnified from any claim or liability which arises in relation to non-compliance.
15. The Licence is a licence to occupy the premises on a non-exclusive temporary basis. The rights granted by this Licence are contractual rights only and are personal to the Licensee and do not create any tenancy or give the Licensee any leasehold interest in the premises. The Licensee indemnifies JLL in relation to any contrary assertion or claim by the Licensee.

-see next page-

Termination

16. JLL may in its absolute discretion terminate this Agreement by giving 90 minutes notice to the Licensee.
17. JLL may in its absolute discretion terminate this Agreement, and any other similar agreement with the Licensee, if in JLL's opinion the Licensee had breached any of these terms.
18. Upon termination of this Agreement the Licensee must immediately vacate the premises.

Acknowledgement of booking terms and conditions:

Signature _____

Date _____

We thank you for your application, please submit via email to:

Danielle Sita
Marketing Manager
The Well
E: danielle.sita@ap.jll.com

**Please allow 10 business days for review. All applicants will be contacted via email.*