

Rental Agreement for Gallery 141

This Agreement is made between

PA Pop-Up Limited, trading as Artists and Makers, the Company

and

_____, the Renter
Name of company, organisation or individual

for the rental of the space known as Gallery 141, part of the premises at 141 King Street,
Castle Douglas, DG7 1DX, as described below subject to the Terms and Conditions below.

Rental period to commence at 12.30 on Sunday _____

and terminate at 12.00 on Sunday _____

Signed on behalf of PA Pop-Up Limited

Signature _____

Name _____

Print name

Position _____

Date _____

Signed on behalf of the Renter

Signature _____

Name _____

Print name

Position _____

if any

Date _____

Gallery 141

The room offered for rent is 5.25 meters by 4.5 meters, height 2.5 meters. The walls are painted matt white, the floor is covered with a multi-coloured striped carpet. The room is lit by 2 ceiling mounted power tracks supporting a total of 9 spot lights. Some natural light is admitted through the entrance door when open.

A professional quality hanging system is installed to all walls, rated at 20 kg per meter. There are approximately 40 suspension cords and 80 hooks available.

There is a radiator connected to the building heating system and one double electric socket. A small table and a chair are provided.

The gallery is accessed via double doors at the rear of the PA Pop-Up shop which lead to a passage 14 meters long, 1.2 meters wide; the first half is lit by natural light from skylights above. A further single door leads into the gallery space. This door is fitted with a lock which enables the gallery to be separately secured. A key is held with the PA Pop-Up shop keys as this route is a Fire Exit and must be accessible when the shop is open.

A rear door from the gallery space gives access to a rear lobby (not included in the rental) then an outside door, locked, bolted and double barred. This rear entrance can be accessed from King Street into Kings Court, on foot or by vehicle. There are two parking spaces suitable for loading/unloading near the rear entrance.

A further room off the PA Pop-Up shop provides access to a toilet, sink and kettle which may be used by the Renter during the rental period.

Viewing, enquiring, booking Gallery 141

The gallery may be viewed at any time the PA Pop-Up shop is open, Monday – Saturday 10.00 – 17.00. If there is not an active exhibition the person on duty in the shop will open the gallery for viewing.

Potential Renters should ask for a copy of the Gallery 141 flyer, which gives the contact details for the Gallery Diary Holder through whom all enquiries regarding availability, dates etc. must be made.

Bookings must be made, and will be confirmed, in writing; email is acceptable. Note the Terms and Conditions below regarding payment and cancellation terms.

Terms and Conditions

The rental period will commence at 12.30 on a Sunday and run until 12.00 on the final Sunday of the rental period. This is to allow the leaving Renter to remove their exhibition in the morning and the entering Renter to setup their exhibition in the afternoon. Special arrangements may be required when a Public Holiday falls on a Sunday.

The PA Pop-Up shop is open to the public Monday – Saturday, 10.00 – 17.00. The gallery may be open the same hours, or shorter hours at the Renter’s discretion. The gallery may not be open outside PA Pop-Up shop opening hours due to security concerns for PA Pop-Up shop stock.

The Renter is responsible for staffing the gallery and handling all matters relating to gallery sales. There is a mobile ‘phone signal on the Vodafone network in the gallery. A connection to the PA shop broadband via ‘Wi-Fi’ may be used during the rental period.

The Renter may place a poster advertising their exhibition in the PA Pop-Up shop window. Information regarding Gallery 141 exhibitions will be featured on the PA Pop-Up Facebook pages free of charge.

The Renter must use the hanging system for the display of all wall hung objects. This is to prevent damage to the walls caused by nails, pins, blu-tack etc requiring frequent filling and re-painting.

The Renter may provide and install additional items such as tables, shelves, display stands etc. to display objects for sale that are not wall hung. All such items must be removed at the conclusion of the rental period without damage to the premises.

The Renter is responsible for the safety and security of their exhibition and may wish to consider obtaining suitable insurance cover. PA Pop-Up Limited does not accept liability for any loss or damage to a Renter’s property during the rental period however caused.

The Renter may not sub-let all or any part of Gallery 141.

The minimum rental period is one week for which the rental charge is £70.00 per week, including reasonable use of electricity, heat and Internet Wi-Fi access. A block of 4 contiguous weeks will be charged at the reduced rate of £250.00 per block of 4 weeks.

The entire rental charge due must be paid at least one calendar month in advance of the start of the rental period by Bank Transfer to the account below. Failure to observe this Condition will result in access to the gallery being denied.

Bank of Scotland

Sort Code 80-22-60 Account Number 17638160

Account Name PA POP UP LIMITED

If a Renter wishes to cancel this Agreement the Notice of Cancellation must be made in writing; by email to the Diary Holder is acceptable. The following will apply:-

Notice received more than one calendar month before the start of the rental period – no charge is payable or 100% refund if payment has been made.

Notice received less than one calendar month and more than 2 weeks before start of rental period – 50% of the total rental charge is payable or 50% refund if payment has been made.

Notice received less than 2 weeks before the start of the rental period – 100% of the total rental charge is payable or 0% refund if payment has been made.

If the Company, due to unforeseen circumstances, is unable to fulfil the Companies' obligations under this agreement a full refund of monies paid will be made.

*** END ***