

RULES & REGULATIONS

KIOSK AND MALL VENDORS

AND NON-PROFIT GROUPS

1. **MALL HOURS:** Temporary Tenants are required to operate during Mall business hours, unless otherwise previously arranged. The Mall hours are 9:30am to 9:00pm Monday to Saturday, and 12:00pm to 5:00pm on Sunday. Kiosks, community booths and carts are to be attended at all times.
2. **EATING AND DRINKING BEVERAGES:** These activities are not allowed in the Tenant sales area. They present an unprofessional image and detract from interaction with customers.
3. **DRESS CODE:** Employees should dress in a professional manner.
4. **HOUSEKEEPING:** Tenant spaces should be kept neat at all times. Extra merchandise, trash, etc. should be stored in concealed areas. All displays are to have professional printed signs and information material.
5. **TECHNIQUES OF SELLING:** No soliciting to the public. Let the customer come to you. Product demonstrations are encouraged in confined areas that will not affect traffic flow, noise level or other retail trades.
6. **SECURITY:** The securing of the merchandise and valuables is the responsibility of the Tenant.
7. **SETTING UP AND TEARING DOWN:** All set up and tear down work should be done before and after Mall hours. Any special arrangements should be made in advance with the Administration Office. The temporary Tenant shall leave its location in a neat and tidy state after daily use.
8. **PERMITS, FEES OR LICENSES:** The Tenant will ensure, at its own expense that all necessary permits, fees and licenses required by any authority will be duly paid and/or in place at the time of execution of the Addendum.
9. **INSURANCE:** The Tenant will carry comprehensive Liability Insurance in the amount of at least \$1,000,000.00 suitably endorsed, including waivers of subrogation. A copy is to be provided to the Administration Office prior to the date of display.
10. **NOISE LEVEL:** No Tenant shall have any sound equipment which would interfere with the operations of any other Tenant in the Mall.
11. **ALTERATIONS:** All merchandise is to be contained on Kiosk. NO additions or alterations are to be made to the Kiosk.
12. **AUTOMOBILE DISPLAYS:** The vehicle must be kept clean; the battery disconnected; the fuel tank at a minimum level; gas cap locked; protective wheel pads used. Vehicles cannot enter or exit the Mall between the hours of 8:00am to 9:00pm.
13. **PAYMENT:** Rent is due in advance, daily, weekly, or monthly, depending upon the conditions outlined in the lease (i.e. The first commencement date of the Lease).
14. **COMMUNITY BOOTH:** Community Booth is not to be moved from current location without authorization from Mall Management.