

Lotus Studio
2050 Yavapai DR Suite 3A, Sedona, AZ 86336
Studio Sublease/Rental Contract

Lotus Studio is a clean, attractive space fully equipped for classes, workshops & special events in all kinds of dance, yoga, sacred movement, healing arts & wellness programs. We also host kirtans, sound healing sessions, musical concerts.

The 1000 sq ft studio floor has sprung bamboo laminate flooring equipped with 2 walls of mirrors, 2 walls of ballet barres, one large unobstructed wall for practicing yogic inversions, a sound system capable of playing mp3 media and a boutique area available for renters to sell their products. We are also equipped with yoga mats, blocks, blankets and straps. We can accommodate up to 49 people

Sublease/Rental Agreement Policy

All Lotus Studio rentals are arranged through the Studio Owner/Manager Carrie Konyha. Please contact the office to confirm availability before submitting this application. Phone: landline (928) 282-1587 or mobile (480) 748-1671

Once you have confirmed that availability for the date(s) and time(s) you requested, please submit this completed rental contract, with appropriate security deposit (if applicable), directly to the Studio Owner or Business Manager. Your reservation is not guaranteed until your rental contract is approved & security deposit has been processed.

Rental Rates

Studio rental rate is \$35/hr. We rent the studio out for special events and weekly classes. Tenants renting studio time for same time(s) each week for recurring classes will need to sign a monthly rental contract in order for us to hold your day and time for you with rent being due by 5pm the first day of each month.

Discounted rates are offered to sub-lesors who sign a sublease agreement of 3 months or longer and pay the full rental amount upfront or sign up for non-refundable direct deposit payment installments.

Teachers with sublease contracts of 3 months or longer also receive discounts on special event rentals.

Contact studio owner/manager Carrie Konyha to discuss your discount eligibility.

Security Deposit

50% of rent is due upon contract signing to secure your space with the remaining rent due 14 days before your event or class. In the event that your weekly class starts mid month, your monthly rental amount will be prorated for the first month in which case, rent for the partial month and the full rent for the next month is due 14 days before your class starts. Sub lesors signing on for contracts 3 month or longer pay first and last month rent upon contract signing. Special event rentals that are more than one full day will own an additional, refundable cleaning deposit of \$50. In the event of event/class cancellation, full refunds are granted up thru 30 days prior to event/class. No refunds granted within 30 days of the start date of your class/event since it is unlikely we can fill that spot with something else.

Rental Policies

Rent for special events is due to be paid in full 14 days before your event. Failure to do so may result in the cancellation of your event without refund of your deposit.

Rent for monthly renters is due by the 1st of each month with a \$15 late charge per day for rent paid after the 3rd of each month. Facilitators teaching weekly classes may opt to pay weekly rather than monthly for an additional \$10/hr. for a total of \$45/hr.

The studio takes rent payment by Cash or Check (**Payable to Lotus Studio**). A 5% transaction fee is applied to rent paid via debt/credit card or PayPal. PayPal. (Paypal rent payments are sent to info@lotusstudiosedona.com)

Failure to pay rent will result in immediate termination of your contract & classes. Lotus Studio reserves the right to terminate rental contracts for reasons including consistently paying rent late, damaging studio property, not cleaning up after your classes, not adhering to studio & rental rules/policies, improper conduct etc.

Lotus Studio reserves the right to make modifications to weekly class schedules on a month-to-month basis. Monthly renters who want to secure their recurring time slot(s) & get best rental discount are encouraged to sign longer-term sublease contracts. Instructors with month-to-month or longer-term contracts are required to give 30-day notice of non-renewal, 30 days before the end of your contract. Any requests for contract amendments on active contracts that are approved by the owner will incur administration/processing fee of \$50 per amendment and may result in additional fees in the case that amendments are requesting changes to original rental days/times, frequency of use and/or changes to long term rental agreement when applicable. Lotus Studio is not obligated to allow/approve any amendments to contracts that have been completed and signed.

Promotions

Lotus studio contributes to promoting your event thru posting your classes/events on our website in addition to contributing 1 free email blast and social media post with the agreement that all sub-lesers are responsible for spearheading all promotions for their events, processing event registrations and all administrative work. Lotus Studio will send out additional email & social media blasts promoting your event for additional promotional fees of \$10 per email/social media post. Please inquire about our promotional packages.

Studio Use Guidelines

Use of Lotus Studio Sedona is contingent upon the renter's understanding, acceptance and adherence to the following policies. Please review and initial these policies. If your application is accepted, a copy of these policies will be returned to you with confirmation of your rental. If you have questions, concerns or need further clarification, please contact the Studio Owner /Manager, Carrie Konyha

First Aid/CPR

All sub leasers teaching weekly yoga/dance/movement are required to submit proof of current CPR/First Aid certification. If you don't have this, you can easily attain testing/certification online.
www.cprandfirstaid.net

Liability

All sub-lesers are required to have their own current liability insurance OR have all student sign a liability waiver stating that you, your company, Lotus Studio & Carrie Konyha are not liable for any injury incurred on premises. Proof of liability insurance or copies of your student liability waiver must be of file with the studio manager.

Before the event

- ___ Any changes after you have submitted your application must be approved by the Studio Owner in writing.
- ___ All rentals must be paid in full in advance. The balance of the rental fee for special event rental is due 14 days prior to event date. Monthly rental for weekly classes is due on the 1st day of each month. Rent paid late incurs a \$15 late fee per day for rent paid after the 3rd of each month. No exceptions.
- ___ No street shoes of any kind are permitted on studio flooring. Only dance shoes & white-soled fitness shoes are permitted on dance floor. There are cubbies for shoes at the studio entrance

Day of the Event

- ___ The person whose name is on the application as renter/sub-leaser is responsible for seeing to it that all rental terms & policies are honored. Only the authorized renter or approved agent may operate the sound system.
- ___ Lotus Studio is not responsible for accidents, injury, illness or loss of group or individual property. Please remind all participants to take safety precautions and have your students/participants sign your liability waiver stating that you, your company & Lotus Studio is not liable for any injury incurred on premises.
- ___ If there is an accident, injury, illness, theft or other incident, immediately administer first air or cpr if needed or call 911 and notify Studio owner/manager Carrie Konyha of the incident. A First Aid Kit is available in the lower left storage drawer in the bathroom, to the left side of the sink.
- ___ Groups with minors (under age 18) must provide an adult supervisor at a ratio of 1 for every 20 minors. Do not leave minors unattended in the studio.

- Do not affix anything to the doors, windows or walls without studio owner approval
- Do not drag tables or chairs across the dance floor.
- Bottled water is permitted in the studio. Other beverages, food are not permitted in the studio during daily class use. Food/beverage for special events is allowed upon consent of studio owner and will require an extra, refundable security deposit.
- Animals, with the exception of working service dogs assisting persons with disabilities, are not permitted in the building.
- Alcoholic beverages are not allowed on the premises at any time.
- Smoking is not permitted anywhere in the building.
- Fire is not permitted in the studio.
- If a representative or group should violate any items of this agreement, Lotus Studio will have the right to terminate their occupancy immediately

After the Event

- Remove all personal and group belongings that you brought to studio
- Clean up after your class/event. Empty trash & sweep floor
- Please ensure air conditioning, all lights & fans are turned off & windows are locked .
- Make sure the sound equipment is turned off when you leave.
- Lock door & return key to Lockbox (code is provided upon contract signing)
- If you noticed any problems with the facility or its equipment, please notify the Studio Owner so we can repair the problem as soon as possible.
- Events that run over the permitted time will be charged appropriate rental fees in minimums of 30-minute increments.
- Evidence of food or drink for special events that has not been properly cleaned up may result in automatic forfeit of the security deposit.
- In the event that all or part of the security deposit is being retained, renter will be mailed written notice of the fees assessed within one week of the event.
- I have read, understand and agree to abide by the policies listed above in the Lotus Studio Rental Agreement.

Signed

Renter's signature _____ Date _____
 Renter's name (printed) _____
 Organization name _____

Lotus Studio Rental Agreement must be accompanied by the appropriate deposit and signed Studio Use Guidelines from this agreement packet. Reservation is not guaranteed until you receive confirmation from the Studio Owner.

Special Events Rental Date(s)/Contract length: _____

Total Rental Hours _____ Total Rental Fee: _____
 Total Deposit amount _____ Remaining Balance due _____

Monthly Rental Agreement/Contract Length: (circle one) longer contracts qualify for discounts. Inquire.

(circle one) month to month 3 month 6 month 9 months 1 year
 Total hours monthly _____ x hourly rate _____ + \$17 fees = Total Monthly Rental _____
 Total Deposit amount _____ Remaining balance due _____

Rent Checks payable to "Lotus Studio" & dropped off at studio or Mailed to Carrie Konyha at 315 View DR. Sedona, AZ 86336 (Do not mail to Studio Address)

Credit Card Info (please add 5% to deposit/rent due if paying by credit card)

Circle one: Visa MasterCard AmEx Discover
 Cardholders Name _____ CC
 number _____ Exp date _____ CSC _____ Zip
 code _____