



PEARLRIDGE

APPLICATION FOR USE OF PEARLRIDGE SHOPPING CENTER FOR NON-COMMERCIAL ACTIVITIES OR PERFORMANCES

The Pearlridge Shopping Center (the "Center") recognizes that from time to time various individuals, organizations and groups may desire to use certain common areas of the Center for non-commercial activities or performances that the Center's Management deems to be of community interest. The Center is privately owned and permission and authorization to use certain common areas of the mall must be obtained from the Center's Management prior to the activity or performance. Please complete the information below and your request to use certain common areas of the mall will be considered and either approved or denied. Applications must be completed and received by Management no less than 90 days prior to the first day of the activity or performance. The information contained in this application will be kept confidential and will only be used by Management in furtherance of its business activities. Please read the Rules & Regulations carefully before submitting your request.

Organization/Group: _____

Business Address: _____

City, State, Zip Code: _____

Telephone: _____ Cellular: _____ Fax Number: _____

E-mail address: _____

Name of authorized representative: _____

Title: _____ Telephone number(s): _____

Contact person on date of activity/performance: _____

Cellular(s): _____

Include a brief description of your organization/group along with the nature and purpose of your planned activity/performance. ***(Additional information may be necessary in order to approve this request)***

Requested dates and times: 1st: _____ 2nd: _____

3rd: _____ Requested place: _____ (Uptown or Downtown)

Date and time of previous activities at this Center: _____

Number of individuals to be engaged in activity at any one time: _____

Please submit copies of any materials intended to be distributed or displayed, including fliers, brochures, leaflets, photos, etc. Please attach photographs of any displays to be used. Use of such materials and displays must be approved by Management. Any materials or displays not submitted may not be used by Applicant. **If you are a first-time performing group/organization you must submit demo CD, video, tape, etc. with this request for approval.**



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RULES AND REGULATIONS REGARDING USE OF AND DISPLAYS IN COMMON AREAS OF THE SHOPPING CENTER

The Shopping Center is privately owned. Limited use of the common areas of the Shopping Center may be authorized by the Shopping Center's managing agent ("Management"). Any authorized use shall be subject to the rules and regulations set forth herein.

Organizations and/or groups that wish to use the common areas of the Shopping Center may do so only by submitting a written letter or request form obtaining approval and authorization from Management. Organizations and groups using the common areas will be assigned specific days and times based on available, at a specific designated location, at the discretion of Management. There will be only one group per location on a first-come-first-served basis. If Management gives preliminary approval for use of the common areas, an application/contract confirming the date, time and location will be mailed, faxed and/or emailed to the organization or group on the letter of request form. Management must receive the completed application/contract by the date stated on the confirmation letter, otherwise, the performance, presentation, event or activity will be deemed canceled. Based on request a meeting may be necessary before receiving final approval of the application/contract submitted by the Management.

The Shopping Center, through its Management, reserves the right, in its sole discretion, to authorize or deny use of the Shopping Centers common areas. Management may deny an application, revoke any authorization/approval previously given or reschedule a performance, presentation, event or activity without providing any reason for such denial, revocation or rescheduling.

If prior to or after commencement of any performance, presentation, event or activity it is determined by Management or its agents, in their sole discretion, that the performance, presentation, event or activity is unauthorized, unacceptable or not suitable for the Shopping Center, any authorization/approval previously given may be revoked without providing any reason for such revocation.

Only charitable or non-profit organizations or groups, or those representing specific non-partisan community or educational interests, will be authorized to use the common areas of the Shopping Center (proof of insurance and non-profit documents may be required). For-profit companies may, **within the sole discretion of Management**, be allowed to set up a booth within the area designated for the event or activity of a charitable or non-profit organization or group or of those representing specific non-partisan community or educational interests, provided the booth is directly related to the event or activity and does not conflict with any tenants.

Political or religious verbalization, demonstration, presentation, proselytizing, promotion or solicitation, including the distribution of political or religious documents, is prohibited at the Shopping Center.

Solicitation for funds, contributions, signatures or participation in surveys is prohibited.

The sale of merchandise or services is prohibited.

Food, drink or merchandise samples must be approved by Management, within its sole discretion, at least 30 days prior to distribution. Neither the Shopping Center nor Management assumes any liability for any food, drink or merchandise samples distributed.

All written or documentary materials intended to be distributed by the organization or group, including fliers, brochures, leaflets, photos, etc. must be approved by Management, within its sole discretion, at least 30 days prior to the event or activity. Materials may not be left in the common areas of the Shopping Center or in any stores without prior approval from Management.

The Shopping Center displays regular and seasonal decorations in the common areas. Any other displays that are allowed by Management may not interfere with or be inconsistent with the decorations of the Shopping Center. Displays of organizations or groups or those representing specific non-partisan community or educational interests that are allowed by Management shall not be political or religious in nature. If Management allows a display and it is later determined by Management that the display is political or religious in nature, or that the authorization should be revoked for any reason, Management may immediately revoke the authorization, and, if the owner(s) of the display are not present at the time of such determination and revocation, Management may dismantle, disassemble, and take down the display without prior notice to the owner(s). The owner(s) will then be notified of any revocation, and a date and time will be scheduled for pick-up of the display.

Neither the Shopping Center nor Management assume any liability for any display nor will either be responsible for repair or replacement of the display or any portion thereof.

All display and equipment set-up and break-down must be done before and/or after Shopping Center hours unless pre-approved by Management. Shopping Center hours vary depending on the day of the week and special or holiday hours. Management can provide the Shopping Center hours applicable to the date(s) of your performance, event or activity. The premises occupied must be left in the same condition or orderliness and cleanliness as when received.

Organizations and/or groups using the common area are required to have all signs and displays approved by Management prior to production. Banners and any other forms of signage are not permitted use pre-approved by Management.

No tape, tacks, staples or adhesive materials of any kind may be used in or on the tables and/or accompanying sign-holder.

All organizations and/or groups are responsible for own equipment/supplies such as: ladders, extension cords, display panels, flatbeds, dollies, etc. the shopping center will NOT provide such equipment.

The use of video recorders monitors, tape recorders, and other electronic equipment is prohibited unless pre-approved by management.

There shall be no more than three (3) people allowed to service a community table/booth, i.e., sit at the designated table, at a given time unless prior written approval is obtained by Management. Those servicing the table/booth must act in a business-like manner and should be appropriately dressed and well-groomed. **Eating, drinking, playing games, playing musical instruments, etc. is not permitted at the table/booth.** Those servicing the table/booth must conduct themselves from and remain behind the designated table, and may not walk around the Shopping Center or approach or solicit customers or any other persons, nor stop customers or any other persons, nor pass out any materials unless such materials have received prior approval from Management.

Neither the Shopping Center nor Management will be liable or responsible for the personal property, including but not limited to equipment, displays, articles or materials, or the personal belongings of the organization or group, or its members.

The Shopping Center is privately owned. The areas of the Shopping Center used by the public are not public ways but are for the use of the Shopping Center tenants and the public transacting business with them, and any other use may be prohibited or revoked by Management at any time.

Failure to comply with any of the Rules and Regulations will result in removal from the Shopping Center. If failure to comply causes any damage to Shopping Center property, the organization responsible will be liable for the cost of rectifying said damage.