



RESIDENT ARTIST LEASE APPLICATION

Suffolk Center for Cultural Arts' new gift shop, '**110 FINNEY** *Creative Gifts with an Artful Edge*'. This unique galleria will offer creative gifts and feature resident artists creating original art. **110 FINNEY** strives to provide an excellent experience in a friendly, inviting and safe atmosphere.

To be considered as a RESIDENT Artist in **110 FINNEY**, please fill out the following application. **Required*
DEADLINE to APPLY: September 3, 2024

Artist/ Lessee Name: * _____

Company Name: _____

Address: * _____

E-mail Address: * _____

Contact Telephone Number: * _____

Facebook / Instagram: _____

Website URL: _____

The above named Artist (the Lessee) agrees to rent an approximately 8' x 8' studio space inside **110 FINNEY** from the Suffolk Center for Cultural Arts (hereafter SCCA) for the monthly fee of \$150.00. The studio will be in the SCCA on the ground level beside SCCA's main entrance located under the pergola. The Lessee agrees to occupy said studio for an original term of six (6) months to commence on _____ and end on _____. Thereafter this agreement shall be automatically renewed on a monthly basis unless terminated as provided for below. Rent, fees and other financial obligations are due and payable the first working day of each month. A Late Fee of \$25 will be assessed if a payment is tendered more than five (5) days after the date it is due.

The Lessee agrees to deliver a Security Deposit in the amount of \$150.00 to the SCCA when the Lease Agreement is executed. If the Lessee or the SCCA wishes to terminate this Lease Agreement after the initial six month Lease period, a sixty (60) day notice of Lease vacation is required. The Security Deposit will be returned to the Lessee at the end of this Lease less damages or deductions owed, if any. The SCCA will furnish the Lessee a copy of House Rules for the work space he/she is to occupy. Included therein are the expectations of Resident Artists and an

explanation of the Jury process. Waiver of the sixty (60) day notice may occur if there is a mutual agreement between the SCCA and the Lessee. The SCCA reserves the right to terminate this Lease immediately if the Lessee is not fulfilling the required elements of this lease, is producing art that is not consistent with the art that was juried to qualify for admission or has violated any element of this Lease that is detrimental to the SCCA.

The Studio is rented expressly for the creation and sale of original art by the Lessee only. The studio will be occupied by the Lessee only – it is not a shared space. Any other use of the assigned studio will result in termination of the Lease unless such use has been previously authorized in writing by the Shop Manager or other designated party. The Lessee will allow access to the studio during all usual hours of operation (Tuesday through Saturday 10:00 a.m. to 5:00 p.m.), prior to all theater performances, during other SCCA designated events and in emergency situations.

Art will be offered for sale by the Lessee in his/her studio. This does not preclude the Resident Artist from displaying and selling his/her art in the Gift Shop as well. The sale transaction will be processed by the SCCA through the Gift Shop that houses the artist’s studio and a commission of **25%** shall be assessed based on NET sales on the price of each work sold. The purpose of having studio artists on-site is to provide visitors to the SCCA an opportunity to see art being created and to give an opportunity for those visitors to interact with working artists. Therefore, a requirement of this Lease is that the Lessee must be on-site a minimum of eight (8) hours per week. Days and times of this on-site requirement will be coordinated with and approved by the Shop Manager.

Included in the Lease are all utilities, a point of sale for all artwork generated, strategic video and in-person security, occasional advertisement in the Suffolk Center’s literature and promotional materials as well as in the Suffolk Center’s online presence. The leased space has convenient ground floor access and a prominent ground floor studio location.

Studios must be kept in a neat and presentable state. Janitorial services are not provided by the SCCA within the studio itself. The Lessee is expected to represent the Suffolk Center for Cultural Arts to visitors and guests in a professional, friendly and welcoming manner.

A stipulation of this Lease Agreement is that the Resident Artist must be a Member of the Suffolk Center for Cultural Arts.

Artist/Lessee Signature: * _____

Date: * _____

110 FINNEY Manager: _____

Date: _____

Filed: SCCA Resident Artist Lease



SUFFOLK CENTER *for cultural arts*

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