



### Sublet Lease Application

Vendor Sublet Lease is for Apothec Living located at Downtown Summerlin Mall 2025 Festival Plaza Dr. Suite #120 Las Vegas, NV 89135. Applicant must submit a fully completed form to be considered. *Downtown Summerlin leasing office must give final approval on all items to be sold to avoid conflict with existing storefronts.*

#### **Apothec Living will supply:**

- Primary sales terminal
- Issue weekly or monthly checks for goods sold including applicable sales tax collected.
- Store phone number and website, where you will have a link to your own page.
- Store requirements: primary signage, window/door signage, electrical, air conditioning, umbrella insurance, operational licenses and general maintenance.
- All displays, furnishings and décor.
- Window décor and general advertising.
- Shopping bags & tissue paper
- Store employees when/where needed

Name of Applicant: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Company Name: \_\_\_\_\_ Tax ID: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Website: \_\_\_\_\_

Social Media Links: FB: \_\_\_\_\_ Instagram: \_\_\_\_\_

Pinterest: \_\_\_\_\_ Other: \_\_\_\_\_

Primary Contact Number: \_\_\_\_\_

Primary Email Address: \_\_\_\_\_

Briefly explain what you sell: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### **Please attach a copy of the following documents:**

- \_\_\_ State License
- \_\_\_ Clark County License
- \_\_\_ Tax ID
- \_\_\_ Liability Insurance (\$1,000,000 Per Occ / \$2,000,000 Agg )
- \_\_\_ Product List

If you are missing licenses, will you get them if approved? \_\_\_\_\_

**Select your sublet lease preference:**

**\_\_\_\_\_ \$175 plus 15% of sales per month / 6 months / \_\_\_\_\_ shelves**

Entitles you to one shelf within a designated area of the store to display your products in. In this lease, you agree to pay a \$175 rent per month plus 15% of all sales. You, or a business partner, also agree to be present at the store to help sell, stock & maintain your area at least one 4-hour shift per week.

**\_\_\_\_\_ \$300 plus 15% of sales per month / 6 months / \_\_\_\_\_ shelves**

Entitles you to 2 shelves within a designated area of the store to display your products in. In this lease, you agree to pay a \$300 rent per month plus 15% of all. You, or a business partner, also agree to be present at the store to help sell, stock & maintain your area at least two 4-hour shifts per week.

**\_\_\_\_\_ \$450 plus 15% of sales per month / 6 months**

Entitles you to 4 shelves within a designated area of the store to display your products in. In this lease, you agree to pay a \$450 rent per month plus 15% of all. You, or a business partner, also agree to be present at the store to help sell, stock & maintain your area at least two 6-hour shifts per week.

**\_\_\_\_\_ \$600 plus 15% of sales per month / 6 months**

Entitles you to one designated area, inline shelving or independent structure, to display your products in. In this lease, you agree to pay a \$600 rent per month plus 15% of all sales. You, or a business partner, also agree to be present at the store to help sell, stock & maintain your area at least three 6-hour shifts per week.

**Additional terms:**

- All **on-site** vendors will become familiar & contribute to all aspects of daily operations, maintenance, sales and customer service.
- All **on-site** vendors will make themselves familiar with all products in the store to assist customers in the best way possible.
- ALL vendors MUST hand make natural, holistic or spiritual product.
- Vendors can supplement with commercial as long as commercial is not the primary product.
- ALL vendors MUST carry their own licenses & insurance.
- All vendors must add Apothec Living as an additional insured upon acceptance.
- All vendors will be subject to a security deposit of 50% of their monthly lease amount to cover any damage to their designated area.
- All vendors must provide testers or samples with applicable product.
- All vendors must their own holders, display pieces, risers, business cards and any other items needed to successfully display their products.
- All vendors are responsible for the filing of their own sales tax.
- Some back room storage is available and can be utilized for your overstock for an additional monthly fee. Fee is negotiable and based on the space available or needed.

**Return Policy**

Apothec Living has a 100% satisfaction guarantee. With the exception of personal items, customers are allowed to return or exchange product with a valid receipt within 15 days. Are you okay with this policy?

\_\_\_\_\_ If you have your own return policy, please state it here so we can try to accommodate: \_\_\_\_\_

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**Please submit this full application to Apothec Living via email: [lucie@apothecliving.com](mailto:lucie@apothecliving.com).**

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

