



SOMETHING FOR EVERYONE

antiques - reclaimed - repurposed - handcrafted - home decor

ANTIQUES VILLAGE

SHOP OWNER INFORMATION AND AGREEMENT

WASHINGTON PARK PLAZA

651 LYONS ROAD

DAYTON, OH 45459

OPEN DAILY 10:00 AM - 7:00 PM

PHONE: 937-291-5060

WWW.ANTIQUESVILLAGE.NET

@ANTIQUESVILLAGE

DAN MAGUIRE

OPERATING PARTNER

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Antiques Village

Mission Statement

Our customers and shop owners are our first priorities!

We desire to operate and maintain the very best antique mall and provide a unique shopping experience for antiques enthusiasts and casual shoppers.

We provide quality antique, vintage, collectible and repurposed items as well as architectural salvage materials to our customers while promoting an exceptional shopping environment.

We value our associates who provide our customers with premium service.

We have unique merchandise such as new and used books, framed art, candles, locally-made goods and much more.

ABOUT ANTIQUES VILLAGE

Why should you be a part of Antiques Village?

- GREAT LOCATION WITH CONVENIENT HOURS
- VERY COMPETITIVE RENTAL RATES AND COMMISSION
- UNIQUE SHOPPING EXPERIENCE FOR QUALITY ANTIQUES AND MORE
- COURTEOUS SALES STAFF
- APPRECIATION FOR SHOP OWNER INVOLVEMENT

Location

- OVER 80,000 SQUARE FEET IN A PRIME SHOPPING AREA IN WASHINGTON TOWNSHIP
- LOCATED OFF EXIT 2 ON I-675 AND EXIT 44 ON I-75 FOR EASY ACCESS TO ANTIQUES VILLAGE -FROM EITHER EXIT, FOLLOW THE SIGNS TOWARD CENTERVILLE
- CENTERED AMONG 400,000 PEOPLE AND 167,000 HOMES WITHIN 10 MILES
- OVER 28,000 CARS PASS WASHINGTON PARK PLAZA DAILY
- OVER 350 PREMIER ANTIQUE DEALER SHOPS AND SHOWCASES
- PROUD TO HOUSE DAYTON RECLAMATION AND RESTORATION, LLC., THE PROJECT READ BOOKSTORE AND CENTERVILLE-WASHINGTON TOWNSHIP HISTORICAL SOCIETY

Shopping & Selling Experience

- THE VERY BEST IN ANTIQUE SHOPPING AND MORE:
 - SALVAGED AND RECLAIMED BUILDING MATERIALS, COLLECTIBLES, NEW AND USED BOOKS, FRAMED ART, CANDLES, LOCALLY-MADE GOODS, NOSTALGIC AND UNIQUE GIFTS AND DECOR
- SPECIAL EVENTS AND PROMOTIONS MONTHLY
- ADVANCED DIGITAL MARKETING TECHNIQUES VIA OUR WEBSITE, EMAIL, SOCIAL MEDIA, TEXT AND TV COMMERCIALS
- LAYAWAY OPTIONS AND GIFT CARDS AVAILABLE
- OPEN COMMUNICATION BETWEEN STORE MANAGEMENT AND SHOP OWNERS

Convenience & Customer Service

- OPEN DAILY 10AM-7PM
- CLOSED EASTER, THANKSGIVING AND CHRISTMAS
- ALL MAJOR CREDIT CARDS ACCEPTED
- PLENTY OF PARKING
- SECURE 'SOLD AREA' PROVIDED FOR PURCHASED ITEMS
- THE VERY BEST IN POINT OF SALE SYSTEMS UTILIZED
- ASSISTANCE AVAILABLE FOR LOADING AND UNLOADING FOR BOTH CUSTOMERS AND SHOP OWNERS
- ASSISTANCE AVAILABLE FOR CONTACTING DELIVERY SERVICES
- PET FRIENDLY LOCATION

SHOP RENTAL INFORMATION

(Please refer to the latest rate sheet posted on website.)

ANTIQUES VILLAGE WILL PROVIDE:

- SHOP SPACE - RATE SHEET POSTED ON WEBSITE (SHOP OWNERS TAB)
- SALES TAX COLLECTED
- SALES REPORTS
- WEB INQUIRY ("REAL TIME" ONLINE SALES REPORTING FOR SHOP OWNERS)
- INITIAL SET OF COMPLEMENTARY TAGS FOR NEW SHOP OWNERS
- SHOP OWNERS' LOUNGE
- FREE WIRELESS SERVICE
- SPEEDY CHECKOUT SERVICE
- CONTINUOUS MARKETING AND ADVERTISING CAMPAIGNS
- CONVENIENT MONTH TO MONTH RENTAL AGREEMENT
- WELL-LIT AND CLIMATE CONTROLLED SHOPPING ENVIRONMENT

COMMISSION AND FEES

- SET COMMISSION RATE AS POSTED ON OUR WEBSITE (SHOP OWNERS TAB)
- WEBSITE ACCESS FEE RATE AS POSTED ON OUR WEBSITE (SHOP OWNERS TAB)
- **NO** ADMINISTRATIVE FEE

DISCOUNTS

Antiques Village provides a 10% discount to Shop Owners and Customers who request the discount for items over \$25.00. Discounts above 10% will be at the discretion of the shop owner. Mandatory special promotions and sales events will be held during the year by Antiques Village - all Shop Owners must participate. Only one discount is permitted per item. Firm items are not eligible for a discount. Items that have been placed on sale are not eligible for an additional discount.

OFFERS

Offers by Customers to Shop Owners must be on items over \$200.00. In an effort to avoid missed sales due to unanswered calls to Shop Owners, Shop Owners are required to provide Antiques Village with their offer policy via the provided form. We will record your preferences in our POS system. If no policy is recorded in the system, Antiques Village will inform the Customer that a 10% discount will apply. Shop Owners will be called on any offer over \$200.00 unless the shop owner has indicated otherwise. Additional discounts may not be applied to offer prices.

PRICING

Shop Owners are responsible for setting the price and tagging their products. Tags will be provided by Antiques Village during your initial set-up. Additional tags must be purchased from Antiques Village at the service desk. Shop Owners must use tags provided by Antiques Village unless approved by management. Tag information must be legible. Non-compliant Shop Owners will be assessed an additional commission rate at the discretion of Antiques Village.

PRODUCTS

- **NO** new appliances, or electronics manufactured after 1989.
- **NO** medical supplies or equipment manufactured after 1970. (i.e. walkers, wheelchairs, extension canes)
- **NO** new apparel or shoes. Apparel must be vintage or a collectible.
- **NO** alcohol may be sold at Antiques Village.
- **NO** new toys or games.
- **NO** food items that compete with existing products being sold. Food items must be approved by Management and must be certified by the state of Ohio.
- **NO** paint products that compete with existing brands. Paint products must be certified by state regulation.
- **NO** firearms or ammo are permitted to be sold at Antiques Village. This includes ammo in full boxes and pellet and BB guns.
- **NO** new luggage, bedding, or bath towels.
- **NO** beauty products. (i.e. Avon, Mary Kay).
- **NO** imitation designer items. (i.e. Coach, Tiffany, Rolex)
- **NO** taxidermy items unless they follow state and federal government laws.
- Knives may be sold, but only in a showcase and to individuals 18 years of age or older unless accompanied by a parent or guardian.

Items must be artistically related to antique decorating and accessorizing or collectibles; this may include reproductions, crafts and vintage items. Products must be room ready. No rough pieces, including severely damaged or dirty pieces. Primitives should be checked for wood boring insects. Items crafted from old wood or remanufactured items are acceptable. Management may remove any item if it is, in their opinion, in poor taste or in any way objectionable, whether or not it meets timeline standards.

Shop Owners may not sell items forbidden by State or Federal Law, including but not limited to: pornographic materials, firearms, ammo, protected animal species, and items that do not meet fire code or EPA regulations.

SHOP OWNER POLICIES AND PROCEDURES

DISINFECTION AND SPRAY PROCEDURE

- Any item with stuffing or batting of any kind must be sprayed with a disinfectant and tagged per Ohio State Law.
- Items must be taken to the Spray Area located in the back of the store.
- Appropriately tag the item with Shop Owner ID# and Shop Location.
- Spraying is done by staff Monday - Friday. Please allow 24-48 hours for item(s) to be sprayed. Once sprayed and appropriately tagged, Shop Owners may return their item(s) to their shop.

Shop Owners are responsible for taking items to the Spray Area before items are displayed in the shop. Antiques Village does monitor shops for items that have not been sprayed. If such an item is found, Antiques Village will remove the item(s) and place them in our designated "Lost and Found" area. The Shop Owner can then choose to either remove the items from the mall or take them to the Spray Area.

FIRE SAFETY

To protect against fire hazards, no lit candles are permitted and light bulbs should not exceed 40 watts. Extension cords are not permitted unless certified. Outlets are provided for customers to test products at the service desk. Aisles must remain clear of debris. All Fire Safety regulations are governed by Washington Twp. and Montgomery County.

INSURANCE

Antiques Village has General Liability Insurance for all areas outside of your shop. **As a Shop Owner at Antiques Village, you are responsible for General Liability for your shop.** Antiques Village is not responsible for lost, stolen, broken, torn and/or missing items from your shop. Antiques Village highly recommends that Shop Owners have their own insurance to cover the contents of their shop and injury to an individual within the boundaries of their shop.

LAYAWAY

Antiques Village is proud to offer a year-round, free layaway program to our customers. In order to qualify for layaway, the merchandise must be a single item with a \$100 minimum. Antiques Village requires a 25% down payment at the time of the layaway transaction, followed by three (3) additional payments of 25% within sixty (60) days. In the case of non-payment by the customer, all deposits and payments will be forfeited to the Shop Owner. Shop Owners can view layaway payments on their online sales report.

LOBBY ITEMS

Our lobby is a great place for Antiques Village to show off some of our unique merchandise! We change our lobby seasonally and may pull items from shops occasionally to display right out front. This is a great way to advertise your Shop and our customers love seeing new items each season.

LOST AND FOUND

Antiques Village Lost and Found Area is located behind the Shop Owner pricing area at the back of the store. Items that are brought to the service desk without tags or that are missing Shop Owner information will be placed in Lost and Found. Shop Owners are encouraged to check the Lost and Found area frequently for misplaced items. Items not claimed from the Lost and Found Area will be sold.

MISSING ITEMS

From time to time, Shop Owners may find that they are missing an item from their shop. Shop Owners should always check Lost and Found, the lobby, and walk the mall to find items. If they are not found, Shop Owners may fill out a missing item form at the service desk and Antiques Village will investigate the missing item. While we will put every effort into locating a missing item, Antiques Village is not responsible for lost, stolen, broken, torn and/or missing items from your shop.

NEWSLETTER

The Shop Owner Newsletter is emailed to Shop Owners multiple times a year. The newsletter will include information pertaining to events and upcoming promotions, marketing and advertising, Antiques Village news and updates, selling tips and ideas, top sellers, and a welcome to new shop owners. Antiques Village highly recommends Shop Owners pay attention to the newsletter to stay abreast of what is happening within the store.

POOR BEHAVIOR

Antiques Village will not tolerate poor behavior. Shop Owners that cannot conduct themselves in a civil and polite manner - whether dealing with Customers, Shop Owners, Staff or Antiques Village Management - will be asked to leave the premises. Poor behavior could result in termination of rental agreement.

PRESENTATION

Attractive shops are the key to achieving your sales goals. Shops that are well decorated and tidy attract the most customers. Rearranging and adding new items often will enhance your ability to sell. Remove items that are slow selling. Shops that are messy or that create a hazard to our shoppers will be issued a notice to correct within 30 days. If action is not taken, the rental agreement will be terminated.

PRICING AND TAGS

Shop Owners are responsible for pricing and ticketing their merchandise. **Shop Owners are required to use the tags provided by Antiques Village or barcode stickers printed from AntiqueSoft (unless otherwise approved by Management).** Initial tags will be provided by Antiques Village. After set up, tags can be purchased at the service desk. We will provide assistance for using Web Inquiry and how to

properly fill out tags. All tags **must** include Shop Owner number, shop location number, accurate description of the item and price. **Tags must be printed legibly.** Any changes in pricing should be made by placing a new tag on the item - do not cross out old prices. If you would like to use our barcode system, please see a member of Management for training.

Items not for sale should be clearly marked with your SO# and “NFS” or “Display Only”. Any items without tags will not be sold; they will be placed in our Lost and Found. Products or displays not for sale should be clearly marked. Non-working items should be marked.

****SHOP OWNERS WHO CHOOSE NOT TO USE ANTIQUES VILLAGE TAGS WILL BE CHARGED AN ADDITIONAL COMMISSION RATE OF 2% OVER THE CURRENT RATE.**

PRICING AREA

Antiques Village provides tables and chairs in the back of the store for our Shop Owners use. Shop Owners are encouraged to use this area to work on their merchandising and pricing. Please help us to keep this area tidy and ready for regular use.

RENTAL REFUNDS

Once an agreement is signed, no refunds are available for the rental period. Antiques Village does not refund rental payment if you vacate your shop earlier than your contract end date.

REPORTING

Antiques Village will provide Shop Owners with enhanced reporting on shop performance. A report will be provided to the 25 lowest performing shop owners at the end of each year. This report is to provide Shop Owners with information to improve performance. This information will be sent directly to Shop Owners privately and will not be published to other Shop Owners.

RETURNS

Antiques Village does not accept returns unless the item was improperly described (example: tag said items works, but did not work when the customer got it home). Antiques Village reserves the right to return any item at the discretion of Management.

SHOP OWNER CHECK-OUT POLICY AND LOSS PREVENTION

Antiques Village reserves the right to inspect Customers' and Shop Owners' packages. Antiques Village will check backpacks and other large bags at the service desk and return them to the customer as they exit the store. Any items that are removed by Shop Owners must exit the front door. Shop Owners are required to stop by the greeters stand by the exit to have your packages inspected and photos taken of any items to be removed from the store. Our Security System is monitored 24 hours a day and covers our parking lot, backroom, checkout, sales floor and showcases.

SHOP OWNER IDENTIFICATION

Antiques Village will provide an ID card with your name and shop owner number to be presented upon request. Please keep your ID accessible while you are in the store so that our associates can identify you as a Shop Owner. We treat our Shop Owners to tax exemption on purchases as well as 10% off items over \$25. Items marked firm and/or on sale do not apply.

SHOP OWNER HOURS

Our regular business hours are 10:00 AM to 7:00 PM every day of the week. We are closed Easter, Thanksgiving, and Christmas. Shop Owners may bring in their items anytime during our regular business hours.

SHOP OWNER LOUNGE AND WIRELESS SERVICE

We are happy to provide an area for our Shop Owner's enjoyment. We have provided tables, chairs, refrigerator and microwave. Wireless service is also provided; Antiques Village Front/Back - passcode: @ntiq3123.

SHOP OWNER NUMBERS

Shop Owners will be assigned a single four digit Shop Owner number. If a Shop Owner should require an additional Shop Owner number, they may request one from Management. Additional Shop Owner numbers are issued at an additional cost of \$3.00 per month per number.

SHOP OWNER PAY PERIODS

Shop Owners are paid on the fourth (4th) day after each calendar month ends. Checks can be picked up at the Antiques Village service desk. Any check not picked up by the end of the month will be mailed via USPS to the Shop Owner's address on file. If checks are not available due to events beyond our control, Antiques Village will contact Shop Owners.

SHOP OWNER RENT AND PAYMENTS

First rent payment is due in full at the time the Shop Owner signs the rental agreement. Following rents are due and payable on the first day of each month. A credit card must be kept on file for rent due and charged on the tenth (10th) day of each month. A late charge of \$25.00 will be imposed on all rents not received by the fifteenth (15th) day of the month. Antiques Village reserves the right to deduct the late fee from the Shop Owner's next month payout if the late charge is not paid. In case of Shop Owner default, merchandise sales from Shop Owner's shop will continue to accrue and sufficient sums to cover unpaid rents shall be retained by Antiques Village. After sixty (60) consecutive days of non-payment of rent by a Shop Owner, Antiques Village reserves the right to sell your merchandise to recoup rent owed. Either party may terminate the lease agreement by providing the other with thirty (30) days prior written notice of intent to terminate.

SHOP OWNER RENT TERMS

Shop Owner Agreements are a month-to-month term with a thirty (30) day written notice to cancel agreement. Rent will be prorated if not started at the beginning of the month. Antiques Village reserves the right to terminate your lease for any reason. A thirty (30) days written notice will be provided for termination.

SHOP SET-UP AND MAINTENANCE

Our Shop Owners are proud to have the best looking shops! Shops may be decorated to suit your taste as a Shop Owner. Shop Owners may use non-hazardous materials to cover/decorate the walls. Shop Owners may paint their shop with approval from Management. When mounting items to the walls please use screws. Nails are not permitted. **Shop Owners are required to keep their shops, showcases, kiosks, and wall spaces well organized and clean.** Shops must be easily accessible to customers and have cleared space for customers to enter the shop space to browse. If you are unable to maintain your shop, please ask for help. If you fail to maintain your shop, Antiques Village will issue a notice to correct. If corrections are not made rental agreement will be terminated. Wall spaces are permitted to have items that extend no more than twelve (12) inches into the aisle. Kiosks are permitted to have items that extend to the front **or** back of the kiosk by no more than fourteen (14) inches. Kiosks may not have items extend to the sides into the aisles. We encourage our Shop Owners to advertise as much as they would like on their own. Brand your shop, advertise on Facebook and Instagram, put out business cards, hang signs in your shop! We want our customers to know and recognize your shop!

SHOP OWNERS' WEBSITE

As a Shop Owner at Antiques Village, you are provided convenient access to your sales online! Shop Owners will be provided information on AntiqueSoft website usage. This will assist with getting information to manage your shop. Please see the Shop Owner access information in this packet.

SHOP OWNER ACCESS TO SALES REPORTS

Shop Owners at Antiques Village have the capability of accessing their sales on our sales reporting system. To access the AntiqueSoft reporting site, use the following web URL: <http://web.antiquesvillage.antiquesoft.com>

The Login page will open and you will type in the email address that you provided to us on your sales contract into the “Log-in ID” box. To initially access the system, you will have to use the default password, 12345, in the “Password” box. Click on the “Submit” tab and the “Home” page will open. You will see a menu on the left side of the page. Click on “Account Details”, which will bring up your personal information. Click on “Change Password” at the top of the screen and fill in the first box with the default 12345 password. In the second box, type in the password that you want to associate with the AntiqueSoft reporting system. Confirm this password in the third box. Then click on the “Update” box. You have now changed your password.

To view your shop sales at any time, click on “Reports” in the menu on the left side of the page. Under reports, you will have several category links.

The “Daily Sales Listing” will give you a complete listing of sales when you set the date parameters and click on the “Go” tab. You will see a list of items and their selling prices as they were rung on the sales terminal. A total for the day will be given at the bottom of the page.

To see a monthly total of sales, click on the “Month to Date Sales” link. Set the date parameters and click on “Go” to view a total for the month.

A monthly payout is accessible when you click on the “Vendor Payout Summary” and click on “Go”.

We realize that there may be some shop owners who do not have an email address and won't be able to access the AntiqueSoft reporting system. If you are in this category and would like a sales report, please as a member of the management team to access the system and print a report for you.

*All sales totals do not reflect the commission taken from all sales.

Shop Owner Information and Shop Owner Rental Agreement

General Terms and Conditions

This Agreement is made this _____ day of _____, 20____ by and between

_____ (print name)

Hereinafter SHOP OWNER and ANTIQUES VILLAGE located at 651 Lyons Road, Dayton, OH 45459.

The terms applicable to this Agreement are as follows:

1.0 Terms of Agreement

1.1 This Agreement shall become effective _____ (move in date) and shall remain in effect on a month to month basis until terminated by either Antiques Village or Shop Owner upon thirty (30) days prior written notice.

1.2 This agreement acknowledges that you agree to all the information and terms in the Shop Owners Information and Agreement Booklet.

2.0 Antiques Village Agreement

2.1 Antiques Village agrees to provide the Shop (antique mall booth) or secure showcase per the specifications required by Montgomery County for the Shop Owner to display products.

2.2 Antiques Village agrees to provide a reasonable number of store associates to service customers.

2.3 Antiques Village will provide utilities, fire and security alarms, and climate-controlled building for Shop Owners and customers.

2.4 Antiques Village agrees to execute sales of Shop Owners' products per the Shop Owners' pricing labels and as outlined in the Antiques Village Shop Owner Information booklet.

2.5 Antiques Village agrees to collect applicable sales taxes on Shop Owners' products and remit applicable taxes to the applicable taxing authority.

2.6 Antiques Village agrees to provide Shop Owner complete accounting of products sold.

2.7 Antiques Village agrees to provide Shop Owner with payment by check for products sold as outlined in the Antiques Village Shop Owner Information booklet.

2.8 Antiques Village will provide general property and liability insurance on its premises outside of Shop Owners' shops/showcases.

2.9 Antiques Village reserves the right to reject display of Shop Owners' products that Antiques Village management deems inappropriate.

2.10 Antiques Village agrees to provide a Shop Owners' lounge and wireless access on the premises.

3.0 Shop Owner Agreement

3.1 Shop Owner has good and marketable title to all the products whether personal or mixed and all products are free and clear of mortgages, liens, and claims.

3.2 Shop Owner is not in any violation of any copyright, patents, trademarks, or trade names.

3.3 Shop Owner will not violate any law or regulation, whether State or Federal, by offering for sale restricted products.

3.4 Shop Owner will provide products that are in good working order unless specifically disclosed by Shop Owner.

3.5 Shop Owner is responsible for all reportable local, state, and federal taxes. Antiques Village will supply Shop Owner with appropriate year-end reporting for state and federal government taxes, if requested by Shop Owner.

3.6 Shop Owner agrees to provide products that are appropriate to the theme of Antiques Village and are in accordance with Local, State, and Federal laws and regulations.

3.7 Shop Owner agrees to maintain and replenish inventory in its rented space or showcase and agrees to maintain its space in a clean orderly manner.

3.8 Shop Owner agrees to tag products as outlined in the Shop Owners Information booklet.

3.9 Shop Owner agrees to provide a valid credit card to be kept on file for rent reconciliation at the time of signing Shop Owners Agreement.

3.10 Shop Owner is recommended to have insurance on products displayed and injury in your rental space.

3.11 Shop Owner shall be liable for losses arising from theft and damages of their product.

3.12 Shop Owner agrees to follow Ohio Commerce Article of bedding, upholstered furniture, and stuffed toys under Ohio revised Code Section 3713.

4.0 Other Terms

4.1 All Local, State, and Federal laws, excepting only its conflict of law provisions, shall govern the validity, construction, and performance of the Agreement and all controversies and claims arising out of this Agreement shall be the exclusive jurisdiction of the State of Ohio.

4.2 Antiques Village has the right to terminate Shop Owners' Agreement for any cause and Shop Owner shall not hold Antiques Village liable for any reason.

4.3 Antiques Village is not responsible for lost, stolen, broken, torn, and/or missing items from your shop, showcase, or kiosk. Antiques Village will provide training and manage the front end to lower error rates.

5.0 Shop Owner Fee

5.1 Antiques Village shall be paid a base monthly rent of \$_____. Base rent shall be paid at the time of signing the Shop Owner Agreement with a credit card. This card will be kept on file for any rent due at the end of each month. Rent thereafter shall be due on the 10th of each month.

5.2 Antiques Village shall also be paid a monthly commission of Shop Owner sales. Commission fees shall be deducted from monies collected from sales of Shop Owner products. Other fees may be applicable to be deducted. Refer to our website for current rental, commission and fees. Rental, commission and fees are subject to change with a thirty (30) day written notice.

EXECUTED this _____ (day) _____ (month) _____ (year)

Shop Owner agrees to comply with all policies outlined within the Shop Owner agreement and contract.

Shop Owner:

Signature: _____

Printed Name: _____ SO#: _____

Antiques Village:

Signature: _____

Printed Name: _____

First month rents collected via Credit Card. _____ (*mgmt initial*)

Please complete included Credit Card form.

Preferred Discount Policy Selection

Please take a moment to review and select a predetermined discount policy for your shops on items priced \$50 - \$200.

Standard Discount (10% ONLY) **15% OFF** **20% OFF**

Antiques Village will continue to call our Shop Owners on offers over \$200 *unless* you choose to also place a standing discount in our system for those offers. If you would like to specify a discount to items over \$200, please make your selection below.

Standard Discount (10% ONLY) **15% OFF** **20% OFF**

Items under \$25.00 have no discount unless Antiques Village is running a special promotion. Items over \$25.00 will receive a 10% discount if requested by the customer.

If you decide not to predetermine the discounts we will inform the customer that you will take 10% off eligible items.

Your discount choices will not apply to items marked **FIRM**.

Web Inquiry Opt-Out

Please check the box below if you do not wish to have access to your sales via AntiqueSoft Web Inquiry. The \$3.00 monthly Web Inquiry fee will not be applied to your account.

Opt-Out of Web Inquiry Access

Copies of this form to be provided to Shop Owner and kept in Shop Owner file.