

## Application for Permit to Use Common Area at Berkeley Mall

Date of application: \_\_\_\_\_

Name of the organization or individual (please print) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Name of Coordinator of Responsible Individual:

1. \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

Date Requested: \_\_\_\_\_

Time Requested: \_\_\_\_\_

Alternate Date: \_\_\_\_\_

Nature of Event or Intended Use:

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Describe any signs, decoration, displays or other devices that you intend to use  
(any signage must be professionally produced):

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### **Please Read Carefully**

The undersigned hereby represents that she/he is the Applicant or Authorized Agent of the Applicant named herein and that she/he is 21 years of age or older. The undersigned further acknowledges that she/he has read and understands the Rules and Regulations for using the Common Area of the Shopping Center (see attached) and agrees by her/his signature that the making of this Application, the issuance of any Permit based on the Application and the use of such Permit are expressly conditional upon Applicant's acceptance and continuing observance of said Rules.

Applicant agrees that if a Permit is issued, Applicant will indemnify and hold harmless Berkeley Mall Merchants Association, Faison & Associates LLC, Berkeley Mall LLC, Capitol Funds, Inc., Bank of America, N.A., all Merchants and Vendors associated with Berkeley Mall against any and all claims for personal injury, death, damages, costs and/or other expenses including, without limitation, cost of litigation and attorney's fees arising from or in any way connected with the use of the Common Area by the Applicant or any of its agents, members, partners, associates, employees and contractors. An Insurance Certificate may be required. Fees may apply depending on the scope of the event.

The undersigned declares that the factual information furnished by her/him in this application is true, accurate and complete to the best of their knowledge and belief.

Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signed (printed) \_\_\_\_\_

By (Signature) \_\_\_\_\_

Title, if any \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ email \_\_\_\_\_

### **Permit to Use the Common Area at Berkeley Mall**

The organization named above has received permission to use the Common Area during the above stated date, subject to the established policies of the Center and the Rules and Regulations stated on the Rider attached to this document.

Date \_\_\_\_\_ Authorized Signature \_\_\_\_\_  
(For Berkeley Mall)

Permit Denied for the following reason/s:

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## **Rules and Regulations for use of the Common Area at Berkeley Mall**

Mall Management does not guarantee exclusivity of any category of display/business.

1. Exhibit must not exceed 6 feet in height if display is indoors.
2. All taping of Electrical will be done by Mall Maintenance.
3. Literature may be given at the Exhibit Location inside the Exhibitors space only and may not be attached to Mall Property (i.e. plants, trees, walls, columns, doors, etc)
4. Exhibit must be kept neat at all times.
5. Sirens, bells, amplifiers, flashing lights, balloons or any equipment causing annoyance is forbidden unless agreed to by Mall Management in advance.
6. Exhibitor will conform to all Federal, State and City Laws and ordinances in addition to Mall Regulations. If permits are required, it is the responsibility of the Applicant/Event Organization to obtain.
7. All Exhibits must be of professional quality. Tables must be draped to the floor on all sides with fabric table cover. (Plastic or bed sheets are not acceptable) All signs must be professionally printed. No handmade signs permitted. Backs of standing displays must be of quality appearance or draped, painted or paneled with company sign or materials.
8. No exhibit may be moved during Mall Hours.
9. Exhibitors must carry their own Liability Insurance naming Berkeley Mall Merchants Association, Faison & Associates LLC, Berkeley Mall LLC, Capitol Funds, Inc., Bank of America, N.A., all Merchants and Vendors associated with Berkeley Mall.
10. Additional Rules may apply to Outdoor Events/Displays.