

**KREE Building Rental Application/Commercial Lease Agreement**

Lessor: Kentucky Exchange Counselors, Inc. dba Kentucky Real Estate Exchangors

Leased Premises: 900 Envoy Circle, 1<sup>st</sup> Floor, Louisville, Kentucky 40299

KREE Member Sponsor: \_\_\_\_\_

Lessee (Name of Group): \_\_\_\_\_

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

Contact Name & Phone Number: \_\_\_\_\_

\_\_\_\_ Half-Day Rental – cost \$200 (4 hours or less)

\_\_\_\_ Full-Day Rental – cost \$300 (more than 4 hours)

Rental Dates & Times: \_\_\_\_\_

Number of Participants (Not to Exceed 60): \_\_\_\_\_

Refundable Damage Deposit - \$250.00

**Lessee is responsible for all damages to the leased premises, including but not limited to AV Equipment and agrees to leave the Leased Premises in the same condition as rented. Lessee shall provide any food, snacks and/or beverages needed for the rental period. No alcoholic beverages of any kind are permitted in, on or about the Leased Premises. Lessee is responsible for all set-up and clean-up of the Leased Premises.**

This Commercial Lease Agreement is entered into on the \_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Lessor and Lessee for the Leased Premises. Lessor and Lessee both desire to lease the Leased Premises under the terms and conditions set forth herein.

This Commercial Lease Agreement is for the term of \_\_\_\_\_ am/pm EST until \_\_\_\_\_ EST on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. The rental amount shall be the amount shown in the above checked box (either half or full day) and shall be pre-paid via credit card or check, including the refundable damage deposit and any additional fees (i.e. AV equipment). Any dishonored payments shall immediately terminate this Commercial Lease Agreement.

The Leased Premises shall be used solely for real estate, educational and professional networking events. Access to Leased Premises shall be provided half hour prior and after the event run time via an access code to the door lock. Lessee may request additional set-up and/or clean-up time subject to review and approval of the Building Committee.

Lessor:  
Kentucky Exchange Counselors, Inc.  
d/b/a Kentucky Real Estate Exchangors

Lessee:  
\_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

All applications/lease agreements are subject to review and approval of the Building Committee. Inquire about discounts for regularly scheduled meetings.