

Forever Boutique

Unit 3, Bluehouse Farm
London Road, Pitsea
Basildon, Essex
SS13 2BY

Rental Shelf Agreement Terms & Conditions

The Display Rental

1. Forever Boutique is a retail unit providing crafts and home décor to consumers, and provides small businesses the chance to rent display space within their retail unit.
2. Forever Boutique agrees to provide the rental display space as described, to the display tenant for a minimum rental length of 4 (four) weeks, based on the fixed rental prices, as per below;

1 x Shelf, Side Displays £5 per week	1 x Shelf, Centre Displays £5 per week	1 x Advertising Space £3 per week
Approx. Shelf Space Height: 38cm Depth: 40cm Width: 60cm	Approx Shelf Space Height: 38cm Depth: 39cm Width: 40cm	This is for businesses that would like to affiliate their business to Forever Boutique, by using Forever Boutique for their businesses advertisements (whether this be online, via social media, or through the retail unit) using brochures, portfolios, samples etc.

The Rental Period

3. A minimum of 4 (four) weeks rental length is required as a minimum duration, per display space rented.
4. An invoice for the rental fee will be issued by Forever Boutique to the display tenant in advance of rental fees due.
5. The rental invoice issued will advise payment details (PayPal, Bank Transfer and Cash are all accepted)
6. The rental fees are to be paid upfront (not in arrears) on the 28th (twenty, eighth) of every month.
7. An initial deposit is required upfront, upon the date of the Terms and Conditions being agreed too.

8. 4 (four) weeks rental per shelf is the deposit required (upfront) upon the Terms and Conditions being agreed too.
9. An invoice for the initial deposit will be issued by Forever Boutique upon the Terms and Conditions being agreed too.
10. Should the rental fees not be received on the 28th (twenty, eight) of every month, then a late payment charge of £1.00 (one pound) will be incurred daily until such time the rental fee is paid, if after 5 (five) days the rental fee still has not been paid, then the 4 (four) weeks deposit will be utilised and the display tenants products shall be removed from the display space. Forever Boutique will then arrange for the removal of the products with the display tenant (whether this be via postage and packaging at the cost of the display tenant or via collection).

Notice

11. This rental agreement is a monthly rolling agreement, where these Terms and Conditions shall be fixed throughout.
12. Forever Boutique reserves the right to review and amend the terms and conditions at anytime, and will provide a minimum of 4 (four) weeks notice to any changes that may occur.
13. Should you wish to leave the rental agreement, a minimum of 4 (four) weeks notice is required to be given.
14. Notice must be given to Forever Boutique in the form of writing.
15. The initial 4 (four) weeks deposit will cover your 4 (four) weeks notice duration. (Example, should you pay your monthly rent on the 28th of the month, and then give your 4 weeks notice on the 16th of the following month, then your 4 weeks notice will begin at the end of your monthly rental).

Products and Sales

16. Forever Boutique, takes no commission on sales. All monies received from the product sale of each display tenant is wholly the individual display tenant's.
17. All monies earned from the product sales, of each individual display tenant, will be credited to the individual display tenant by their preferred payment method on the 1st (first) of every month.
18. All products are to be clearly priced by the individual display tenant.
19. All products must have clear visible labelling on all products that require so by law.
20. Products from each display tenant will be checked prior to them being displayed within Forever Boutique

21. Each display tenant must provide a delivery note of goods that are displayed within the retail unit.
22. A stock take will be taken daily, with a statement of sales, issued to each display tenant weekly.
23. Forever Boutique may also issue further reports should stock levels reach a low threshold
24. Products being sent to Forever Boutique must be well packaged and the cost of postage and packaging is to be covered by the display tenant, and sent to the retail unit address as stated; Unit 3, Blue House Farm, Long Road, Basildon, Essex, SS13 3BY.
25. Forever Boutique will not be held liable for any loss, damages or breakages to goods during the postal transit.
26. Display tenants are welcomed to dress their rental space to their liking, and if not able then Forever Boutique are willing to do this on behalf of the display tenant. The display tenant may provide a photograph or drawing of how they wish their products to be displayed within their chosen display space.
27. Forever Boutique reserves the right, to change any display layout at any time, to ensure best practice within the retail unit.
28. Display tenants, should be pro-active to the possibility of consumer demand to products and be aware stock levels are to be maintained quickly.
29. If display tenants, would like Forever Boutique to take customer orders for products within the retail unit, then all appropriate order documentation must be provided to Forever Boutique, (in advance). With clear instructions on how an individual display tenant would like to see a customer order obtained.

Advertising Space

30. Every display tenant who rents shelves will be eligible to advertise through Forever Boutique's social media and retail unit.
31. We do ask all display tenants that rent shelves to utilise the social media advertising heavily, in turn this will help with acknowledgement of the display tenant's business within Forever Boutique and individual retail sales.
32. For display tenants that only require the use of the Advertising Space, they will be able to use Forever Boutique's social media campaigns online, and will be heavily advertised within Forever Boutique's retail unit (as an affiliate).
33. Forever Boutique will allow for 1 (one) product sample to be utilised within the retail unit as a form of advertising.

34. The sample product must have clear visible labelling, if it is a product that requires so by law.
35. Display tenants, can have multiple advertising space and shelf rental within Forever Boutique.

Confirmation

36. Display tenants must provide details of their business, business page and web links, contact details and preferred payment details upon the rental agreement being agreed.
37. Once all agreements, details and deposit invoices are finalised then display tenants are eligible to arrange for their products to be delivered to Forever Boutique for display.
38. Advance notice of the goods to be received is to be issued to Forever Boutique, with a copy of the delivery note of expectant goods arriving.