



**Eastern Costume Company
Uniform Warehouse**
7243 Coldwater Canyon Ave
North Hollywood, CA 91605

**Eastern Costume Company
Civilian Warehouse**
7239 Coldwater Canyon Ave
North Hollywood, CA 91605

Telephone: (818) 982-3611
Email: accounting@easterncostume.com
Website: www.easterncostume.com

LEASING AGREEMENT PRODUCTION OFFICES, FITTING ROOMS, STORAGE CAGES

Show Name: _____

Production Company: _____

Reserved By: _____ Telephone: _____

Address: _____

City: _____ State: _____ Zip: _____

Start Date: _____ Completion Date: _____

SELECT A FACILITY (Offices 1 - 6 are located in our Uniform Warehouse. Offices 7 - 13 are located in our Civilian Warehouse. Please see maps for full space layout.)

_____ Office #1 (14' x 13')	\$300 per week	_____ Office #10, 11 (10' x 12')	\$300 per week
_____ Office #2, 3, 4 (14' x 14')	\$325 per week	_____ Office #12, 13 (10' x 17')	\$325 per week
_____ Office #5 (14' x 17')	\$350 per week	_____ Large Fitting Room(s) (for non-office renters)	\$175 for 4 hours
_____ Office #6 (14' x 13')	\$300 per week	_____ Small Fitting Room (for non-office renters)	\$125 for 4 hours
_____ Office #7 (13' x 18')	\$375 per week	_____ Common Area (17' x 20')	\$225 per week
_____ Office #8 / Work Room (18' x 20')	\$400 per week	_____ Cages 1-6 (10' x 40')	\$325 per week
_____ Office #9 (15' x 13')	\$375 per week		

OFFICES/CAGES

- Offices are leased furnished (see attached inventory list)
- Wi-Fi Internet access is provided. Eastern Costume does not provide printers or computer equipment
- Tenants are responsible for lock up. A master lock and security codes are provided for office rentals. Locks are **NOT** provided for cages
- Trash collection and weekly cleaning are available upon request
- No Deposit is required, however rentals 2-weeks or longer will be subject to a cleaning fee (\$100 / Office, \$75 / Cage)
- Offices must be returned clean, undamaged and in their original configuration
- Missing or damaged furniture will be invoiced at replacement cost
- Outside furniture and/or equipment must be removed upon completion date or else be subject to removal fees

KITCHEN/Common Areas/LAUNDRY

- Office leasing includes use of kitchen, equipped with basic appliances and accoutrement (see attached inventory list)
- Tenants are responsible for keeping kitchen clean and stocked
- Washers & Dryers are available for tenant use. No dyeing is permitted in the washing machine

TERMS & CONDITIONS

Offices and Cages are leased individually and on a weekly basis. Leasing 4 or more offices will result in the automatic leasing of the Common Area and may require a minimum \$10K in wardrobe / props rental. Property is inspected and photographed before Start Date and again upon Completion Date. Any damages assessed to property or equipment, including but not limited to; structure, paint, lighting, and furniture, will be subject to fees. Lessee bears sole responsibility for keeping space and items contained therein, secure. Lessee agrees to exercise care and safety in the use of the office(s) and/or fitting room(s) including; turning off lights, A/C, washers/dryers, closing doors and locking gates. No pets or smoking are permitted indoors.

I hereby certify that I have reviewed the information stated on this form and agree to all terms and conditions herein. I agree to hold harmless Eastern Costume from all liability and expenses resulting from the use of the offices(s) and/or fitting room(s).

Authorized Signature

Name and Title

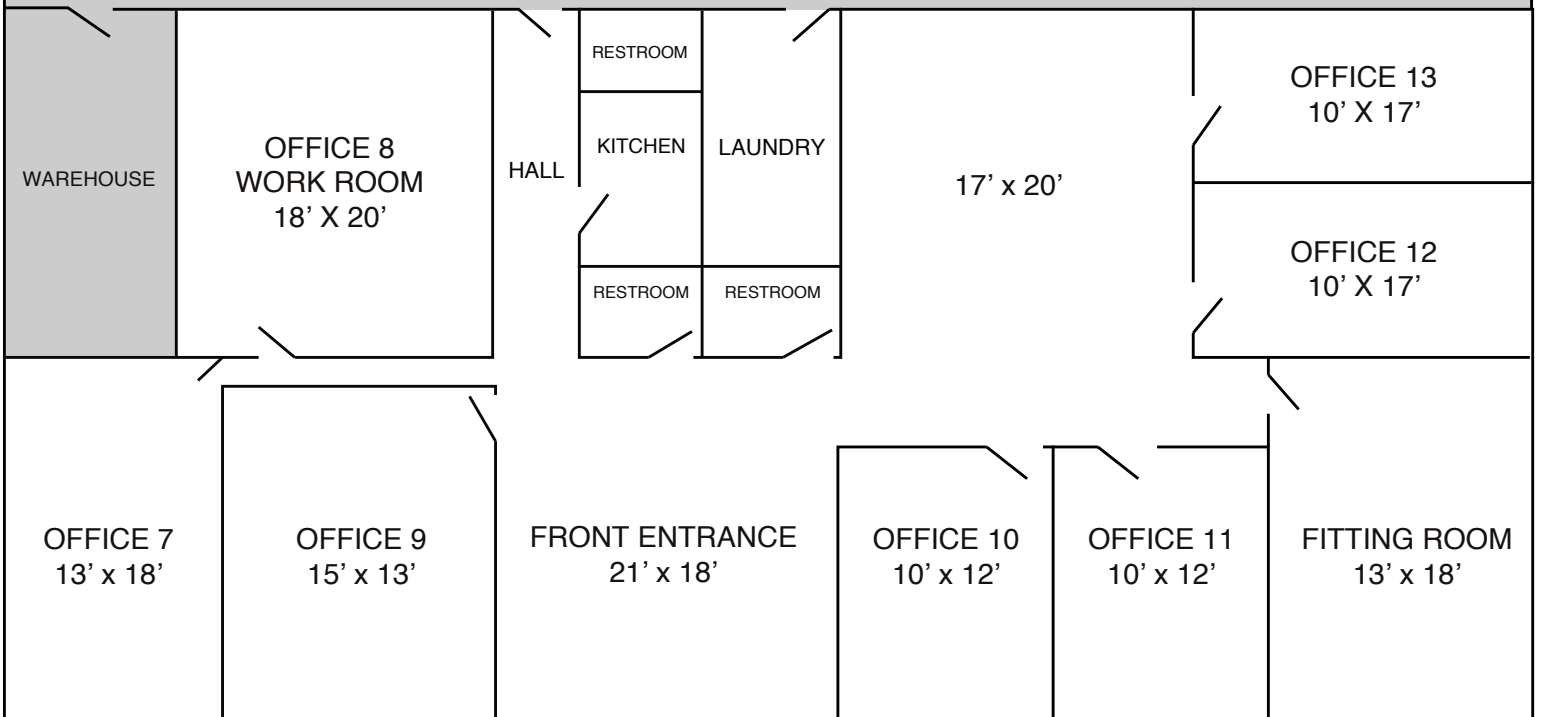
Date

WAREHOUSE ENTRANCE

LOADING DOCK

CIVILIAN WAREHOUSE

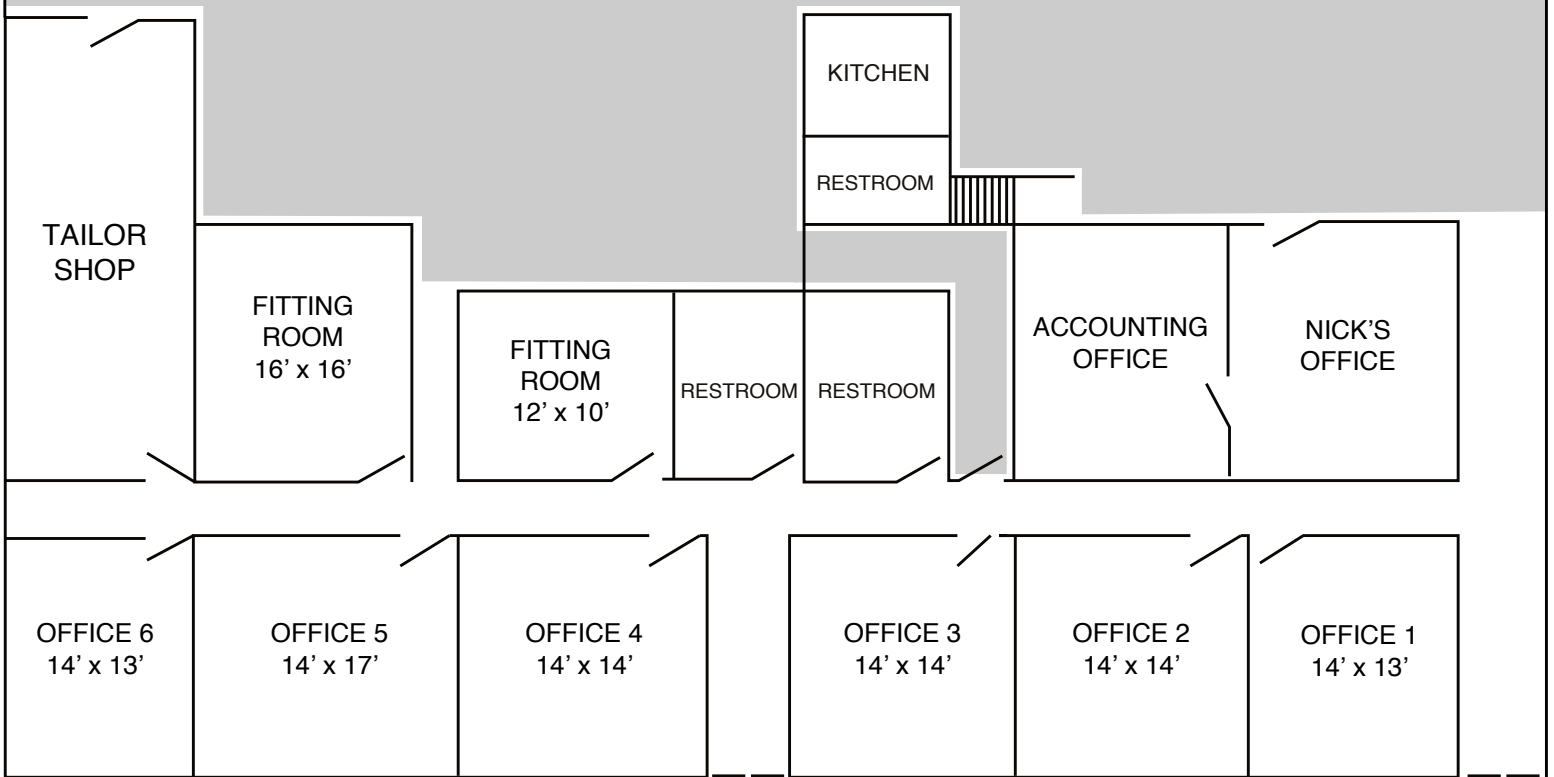
CAGE 10' x 40'
CAGE 1 10' x 40'
CAGE 2 10' x 40'
CAGE 3 10' x 40'
CAGE 4 10' x 40'
CAGE 5 10' x 40'
CAGE 6 10' x 40'



-  ENTRANCE
-  DOORWAY
-  WAREHOUSE

COLDWATER CANYON RD.

UNIFORM WAREHOUSE



PRODUCTION OFFICES
ENTRANCE

WAREHOUSE
ENTRANCE

- ENTRANCE
- / DOORWAY
- WAREHOUSE